



## Meeting Notes

**Project:** Additions and Renovations to RSU 26 Campus  
**Date:** October 10, 2019, 6:00 pm  
**Attendees:** RSU 26: Meredith Higgins, Brian McGill, Brent Fournier, Lin White, Reg Ruhlin, Richard Glencross, Emily Jackson Sandborn (via Skype), Lisa Erhardt, Geoff Wingard  
 CHA Architecture: Robin Tannenbaum, Chris Carroll  
**Purpose:** Building Committee Meeting

Topic	Agenda	Action
	1. Approval of Minutes From Last Month <ul style="list-style-type: none"> <li>• The committee never received minutes from the September 11 meeting. Meredith/Robin will follow up to distribute those.</li> <li>• Responses to underlined follow up items from 9/11/2019 minutes:               <ul style="list-style-type: none"> <li>▪ 13. Auditorium shows approximately 400 fixed seats and 50 moveable seats.</li> <li>▪ 18. Direct access from Auditorium to courtyard – needs further exploration but can be done.</li> <li>▪ 22. New primary OHS entry from west side – address in 10/10 design presentation</li> <li>▪ 23. Move road near MS gym? Not feasible, see Item 11 below.</li> </ul> </li> </ul>	
	2. Asa Adams – Design Updates <ul style="list-style-type: none"> <li>• CHA Architecture gave a presentation showing updates to specific areas at each building.</li> <li>• The drawings now include a commercial kitchen laid out by our kitchen consultant; Ben Jacobson has provided feedback on this plan, but the consultant has not yet responded to/incorporated his comments.</li> <li>• Kitchen design impacts flow of students through space; per committee suggestion.</li> <li>• <u>CHA to work with kitchen consultant and Ben Jacobson on next iteration of kitchen design.</u></li> <li>• Two seating layouts configurations were shown, both showing around 138 seats. Both layouts include bench seating with moveable tables along the north wall. For other seating, the committee strongly prefers round tables to rectangular (fewer discipline problems). <u>CHA Architecture to follow up with photos of bench seating in other elementary school projects.</u></li> <li>• The bathrooms have been turned to face the cafeteria per a request from the committee.</li> <li>• The cafeteria column line has been moved in the space but still exists.</li> </ul>	



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	<p>3. CHA Architecture suggested that the committee consider a new location for a wheelchair lift to access the stage.</p> <ul style="list-style-type: none"> <li>• The room suggested from Concept Design is dominated by an air handling unit and ductwork making it potentially impossible to create an ADA compliant lift scenario.</li> <li>• CHA is also concerned that the location's isolation does not fit the spirit of the ADA's intent which is to promote inclusion. CHA feels this would be better served by a lift from the music room to the stage, so that any student needing to use the lift would be with peers in the music room prior to shared use of the stage.</li> <li>• There was no resolution on this issue. <u>CHA to follow up with further thoughts.</u></li> </ul>	
	<p>4. The old kitchen which is to be turned into a music room should be called the Band Room from now on.</p> <ul style="list-style-type: none"> <li>• CHA explained that there will be a double stud wall between the band room and the gym to provide acoustic separation between the two. Additionally, an ante room will be created to eliminate a door in that double stud wall.</li> <li>• The committee wants to be sure that an office for the gym teacher is not lost. This can be accommodated adjacent to the band room or may not be needed if a lift is not installed in current office.</li> </ul>	
	<p>5. CHA showed images of the building's exterior. There is a brick base and metal siding above. Windows are double hung, which is what is currently in the school.</p> <ul style="list-style-type: none"> <li>• The committee asked if double hung windows have a greater security risk than other types, CHA responded that at ground level, they were no less safe than any other type of unit.</li> <li>• CHA would like to "re-face" the front of the kindergarten wing to accompany the new work at the front of the building.</li> </ul>	
	<p>6. OHS – Design Updates</p> <ul style="list-style-type: none"> <li>• The drawings now include a commercial kitchen laid out by our kitchen consultant; Ben Jacobson has provided feedback on this plan, but the consultant has not yet responded to/incorporated his comments. One area of concern is to keep a double-sided salad bar.</li> <li>• <u>CHA to work with kitchen consultant and Ben Jacobson on next iteration of kitchen design.</u></li> </ul>	

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	<ul style="list-style-type: none"> <li>• Two seating layouts configurations were shown, both showing around 225 seats. Both layouts include bench seating with moveable tables along the north wall. The committee like the variety of seating and expressed a similar preference for round tables. <u>CHA to follow up with another table layout scenario with fewer seats assigned to each round table.</u></li> </ul>	
	<p>7. CHA showed exterior images of the auditorium and the new entry vestibule adjacent to the cafeteria.</p> <ul style="list-style-type: none"> <li>• The auditorium house, stage and band room become one large mass, the highest piece of the design; it will have metal siding. Two lower forms are the front entry to the auditorium with lots of glass and light, and the backstage area. These will be clad with a solid material.</li> <li>• The new entry vestibule adjacent to the high school will be largely glass. Several cafeteria windows will have direct views into the vestibule. The cafeteria will have new windows in the existing openings, a new material will be applied over the current location of transoms that are blocked off.</li> <li>• CHA is working with the civil engineer and landscape architect to address the wind tunnel created in the space between the cafeteria and the classroom building.</li> <li>• The committee suggested and CHA Architecture agreed that one set of existing vestibule doors to the high school gym can be removed once the new vestibule is built.</li> </ul>	
	<p>8. CHA and Meredith reported back on a call held recently between members of the building committee, CHA Architecture, CHA Sports and Gorrill-Palmer the civil engineer.</p> <p>9. Meredith said the district asked for the following four things to be added to the project:</p> <ol style="list-style-type: none"> <li>1. Fencing and walkways all the way around track (estimated add is +/- \$10,000)</li> <li>2. Electrical outlets available around track and both inside and out of track (estimated add is +/- \$5,000)</li> <li>3. Water service adjacent to track area &amp; concessions building (estimated add is +/- \$5,000)</li> <li>4. Additional sprint runout chute at southeast corner of track (less expensive version) ((estimated add is +/- \$5,000)</li> </ol> <p>10. Meredith said the district would like the following items to be included as bid alternates</p>	

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	<ol style="list-style-type: none"> <li>1. Dual pole vault runways (ideally located at the west end of the field area outside of the track)</li> <li>2. long jump runways extended to allow for pits at either end</li> <li>3. long jump runway pits at both ends of runways</li> <li>4. high jump apron - extend 5' to a rectangular shape allow more area for the approach</li> </ol> <ul style="list-style-type: none"> <li>• CHA reported that we are looking into the cost of relocating the existing press box to provide clearer site lines from adjacent bleachers. This cost is not included in the current budget, so this is an exploration only at this time.</li> </ul>	
	<p>11. CHA showed drawings of how the two sites will function during construction - OHS</p> <ul style="list-style-type: none"> <li>• The new parking lot is anticipated to be built first with a gravel base; this will become student/staff parking during the 2020-2021 school year. The existing parking area becomes contractor lay down. A new temporary road will be built around the gym and a smaller lay-down area will be made next to the new classroom wing.</li> <li>• CHA proposes a built “fence” element opposite the middle school gym that directs students to a specific crossing point. The goal is to keep student from darting straight out of the gym door and straight across the road without checking for traffic. The fence guides the path of travel and will encourage pedestrians to look both ways before crossing.</li> <li>• Moving the road here is not feasible due to space and cost concerns, mainly the need to build a stormwater drainage pond where the road would have otherwise been moved to.</li> <li>• The high school gym will not be accessible from the exterior during construction; an interior route will be needed. Necessary emergency egress will be maintained.</li> <li>• Meredith confirmed that the band room will not require a modular classroom during construction meaning no modular at OHS</li> </ul>	
	<p>12. Site during construction – Asa Adams</p> <ul style="list-style-type: none"> <li>• CHA presented a site plan with multiple options for temporary modular and temporary parking. Ongoing discussions about the layout from earlier in the day were discussed and refined.</li> <li>• The school administration including nurse and main parent drop off entry will move to a portable in front of and perpendicular to the 5th grade wing. Temporary fencing will connect the portable to the building so that</li> </ul>	



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	<p>all students and visitors to the school go through this entry. (Bus drop off students will use the same entry point as now)</p> <ul style="list-style-type: none"> <li>• Brent is working with modular classroom/office supply companies to determine best way to get potable water in the modular and deal with greywater. CHA has recommended against trying to hard plumb the temporary modular.</li> <li>• The two kindergarten classes closest to the current (and future) entry will remain in their rooms during construction.</li> <li>• One modular unit containing two classrooms will be needed to house the two classes displaced their rooms are demolished to build the new cafeteria.; location of this portable is under discussion.</li> <li>• Two contractor lay-down areas will temporarily eliminate +/- 42 parking spots (32 in front, 10 in back, numbers subject to some change)</li> <li>• The school would like to try to create 8-10 temporary spots at the rear of the building and need to find a solution to snow removal which otherwise uses the area needed for spots.</li> <li>• Parking spots can also be created on the blacktop in front of the building if needed with up to 20-24 spots. Snow removal would also need to be addressed here along with student access to the playground.</li> </ul>	
	<p>13. The next building committee meeting will be Wednesday, November 6 at 6 pm in the MS/HS library. The meeting adjourned at 7:40 pm.</p>	
	<p>END OF MEETING NOTES</p>	

The notes above are considered a true and accurate record of all items discussed. If any discrepancies or inconsistencies are noted, please contact Robin Tannenbaum, CHA Architecture.