

**SOUTH PORTLAND SCHOOL DEPARTMENT
MASTER BUILDING COMMITTEE**

September 21, 2004

MEETING NOTES

These notes were prepared by Polly Ward to the best of her understanding. If you find any inaccuracies, please contact the Superintendent of Schools Office at 871-0555 within one week after receiving the notes.

Present: Carl Cooke, Dave Brochu, Pam Anderson, Bob Howe, Brian O'Donnell, Carrie Hall-Indorf, Margaret Hawkins, Ralph Baxter, Sr., Ralph Baxter, Jr., Karen Callaghan, Wendy Houlihan, Laura Ellis, Gini Link, Angela Griffiths, Colleen Fleming, and Polly Ward.

1 Minutes of 9/7/04

- Approved

2 Brown

- Secretary space
 - Secretary currently sits with her back to the corridor window where people enter the school
 - Pam will pursue option C2
- Smartboards
 - It will cost \$67,198 to do 5 rooms with Smartboards
 - Dave will give the specifications to Andy to see if these are the same as the ones for Kaler and Small, he will also ask for a breakdown in the price per unit
 - How portable is the portable Smartboard at Kaler and Small, or do the students move?
 - How susceptible to damage are the Smartboards?
- Punchlist
 - This is a manual of punch lists. HKTA has a list of work done by Maietta- will be reviewed on Friday
- Other
 - Transformer pad appears to be dry, but still getting some water in the basement- conclusion may be that conduit is either cracked or not sealed properly
 - We want to have the conduit uncovered this weekend to see if the source of the problem can be identified

3 Dyer

- Progress
 - Looking for an alternative for bringing water to the building- plan to connect to the tap on the 20" line was found unfeasible, as there is no tap on the 20" line

- Currently looking at either coming in from McKinley Street or from Alfred Street- to come in from Alfred Street would remove a 6' x 6' closet from the K classroom
- Color Committee
 - Sue Hellier, Karen Callaghan, Gini Link, Laura Ellis, Carrie Hall-Indorf
- Furniture Committee
 - Ralph Baxter, Jr., Colleen Fleming, Dave Brochu, Angela Griffiths, Carl Cooke

4 Small and Kaler

- Gym floor progress- Kaler
 - Floor installer would put the Great Stuff in and pay for it
 - Alternative would be to wait until spring, and if it is still needed, they would put Great Stuff in then- it may settle in this time
 - Staff will research the product and make the decision
 - Carl and Dave developed budget figures that clearly show where we are on Kaler and Small- they show the money that needs to be transferred to cover the Dyer project
 - Additional needs for all the schools will be funded if they are for safety- other important needs of the schools will be kept and considered when we know how much money is available

5 Other

- Colleen mentioned the need to have more input on the decisions regarding technology in the school

Reminder: Brown dedication October 1, 2004 at 2:00 p.m.

Next meeting: October 5, 2004