

**SOUTH PORTLAND SCHOOL DEPARTMENT  
MASTER BUILDING COMMITTEE**

September 7, 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: Jim Minott, Ralph Baxter, Sr., Dave Brochu, Pam Anderson, Ralph Baxter, Jr., Colleen Fleming, Bob Howe, Angela Griffiths, Gini Link, Carol Ward, Margaret Hawkins, Susan Hellier, Carl Cooke, Karen Callaghan, Steve Onos, Laura Ellis, Rosemarie DeAngelis, and Polly Ward.

1 Minutes from 8/24/04 meeting

- Approved.

2 Brown

- Transformer Pad- draining is complete.
- Window Sills- the sills that were potential hazards were removed and a new design was issued.
- Secretary Set-up- currently the Secretary is in the corner with her back to the entry window.
  - COP has proposed adding a peninsula for workspace- it is not clear that this will solve the problem.
  - Pam had given Jim some layouts early on that identify some of the issues that were raised. Questioned whether this could wait and be rotated 90 degrees for the next meeting, when Pam will bring examples of designs and alternatives.
- Smartboards- are expensive, anticipated to cost \$8,000.
  - The last conversation at the Requisition Meeting was that something would be coming that would reflect about \$3,000 more than anticipated.
  - Will have further information available on 9/21/04.
- Punch List-
  - Interior punch list has been completed, but more items added.
  - Exterior- will have a list of the big things that need to be completed before HKTA will even do an exterior punch list.
  - Playground equipment not set correctly.
  - Balance beam is the same color as the ground, which makes it hard to see, could it be painted a different color?
- Dedication date will be Friday, October 1, 2004, at 2 pm.

### 3 Dyer School Progress

- Currently there is a lot of deconstruction taking place.

### 4 Small and Kaler Schools

- Sod Costs- will be about \$25,000 to do areas 1, 2, and 3b.
- Safety mulch to be used for area 3a.
- Sidewalks at Small
  - Ledgewood has Shaw Bros. preparing a quote- they understand that we want this done by the end of the month.
- Ascanio Lien- no update as of yet.
- Gym floor at Kaler- subcontractor not being responsive to Ledgewood.

### 5 Other

- Kaler- none of the itinerants have places to hang their coats.

Next meeting is September 21, 2004