

## M E M O R A N D U M

Building communities  
since 1870

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To Andrew Dolloff, Jim Barnes, RSU #21 Facilities Committee, DWC, DER, RDM, PRM, AJR,  
RCK, CG, FILE

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From Daniel W. Cecil, AIA

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Date April 8, 2010

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Project RSU #21 Arundel, Kennebunk, Kennebunkport  
Strategic Facilities Plan  
Project No. 09644

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Subject **Administrative Team Meeting Agenda – 04/27/10, 7:30 am**

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**Items:**

- **Review of Discussion Notes from 3-11-10 Meeting** - handout
  - Strategic concepts discussed and information requested
  - 2002 Planning Decisions Report
  - District wide square feet/student comparisons
  - DOE funded project statistics
- **Review of K-8 Options 1, 2, 3, 4A, 4B, & 6** – handouts
- **Bus Routes in RSU #21** - handout
- **Capacity of Kennebunk High School** – handout
- **Kennebunk High School Educational Adequacy** - discussion
- **Potential Applications to the Department of Education** – handout & discussion
  - **Major Capital Improvement Program – due June 15, 2010**
    - Last round of applications was in 2004
    - Decisions will be published in Spring 2011

- Start construction in 2013-14
- Schools open in 2015-16
- Example of point system – handout
- **School Revolving Renovation Fund – due June 30, 2010**
  - *“The SRRF is a State and local partnership with each providing a portion of a project’s funding. The SRRF provides loans to SAUs to finance project expenditures. A portion of each loan is considered a grant and is forgiven. The forgiveness rate ranges from 30% to 70% and is based on the percentage of State subsidy paid to the local school unit. The remaining balance of the loan is paid back over either five or ten years at a zero percent interest rate.”*
  - The maximum loan that can be provided is capped at \$1 million per priority per school building.
  - Applications will be accepted for Priority 1 Problems Only:
    - Indoor Air Quality
    - Roof Renovations
    - Asbestos Abatement
    - ADA Compliance
    - Other Health, Safety or Compliance Issues
- **Progress Updates**
  - VFA Reports were submitted to the DOE including Mildred L. Day
  - Refined six options from the 03-11-10 meeting.
  - Began High School design studies
  - Capacity Analysis Completed
- **Next Steps**
  - Develop additional Options based on Committee input.
  - Kennebunk High School portion of the study
  - Draft Financial Profiles of Options for the Schools
    - Budget items to verify - handout
      - General Repairs and Maintenance
      - Capital Improvement Construction Costs
      - Bonding Costs
      - Transportation
      - Meetings with Andrew Dolloff, Dawn Pooler, Alyce Swan and Carol Cloutier
  - Informational meeting with the Principals
  - Meet with Athletic Director, Adult Ed Director, SPED Director, Mrs. McCarthy at MSK.
- **Communications Plan Update**
  - Status of RSU project website