

Baxter Academy Neighborhood Meeting  
Meeting Minutes  
March 1, 2017

The Neighborhood Meeting was held at 185 Lancaster Street, Portland, ME 04101 on the first floor of the proposed Baxter Academy space. The meeting was open to the public and started promptly at 6:00pm. Meeting concluded at 6:30pm.

PRESENTERS:

Ryan Senatore- Ryan Senatore Architecture  
Kelli Pryor- Executive Director, Baxter Academy  
Michele LaForge- Head of School, Baxter Academy

ALSO PRESENT:

Bill Bray, P.E. – Traffic Consultant, Traffic Solutions

PRESENTER COMMENTS:

- Ryan Senatore opened the meeting with a short presentation on the proposed facility and site plan.
  - Mr. Senatore explained there will be some minor exterior changes to the 185 Lancaster Street building to include new Baxter Academy signage and new windows where needed.
  - Baxter Academy will be located on the southwest third of the 165-175-185 Lancaster Street building which will include approximately 32,000 square feet.
  - A drop-off zone will be created across the street from the school entrance on 185 Lancaster Street.
  - Mr. Senatore indicated he had been working with the City of Portland on new traffic signage including “School Zone” indicator lights and “Drop-off Zone” signs.
  - Mr. Senatore outlined the interior floor plans for the first and second floors of the proposed Baxter Academy space.
    - First floor consists of an entryway, classrooms, fabrication labs and restrooms.
    - Second floor consists of small classrooms, offices and restrooms. There will also be a new rear stairway created for the non-Baxter Academy second floor tenants.
- Kelli Pryor and Michele LaForge started with giving a brief synopsis of the history of Baxter Academy and then spoke about school operations.

- Baxter Academy opened their doors in 2013 and services a geographic area four times the size of Rhode Island.
- Public transportation is used by many of the students to get to school each day.
- Baxter Academy is STEM (Science, Technology, Engineering and Math) focused.
- Baxter Academy has close ties with the community.
- When Baxter Academy opened in 2013 they had an enrollment of 125 students consisting of freshmen and sophomores. Each of the next two years Baxter increased their enrollment by 100 students by bringing in a new freshmen class. By 2015 they had freshmen through senior enrollment. Their peak enrollment will be 400 students.
- Upper classman often take college courses. The proposed 185 Lancaster Street location is conveniently located between MECA and USM.
- When they finished their brief presentation, the floor was open for public comment and question.

PUBLIC COMMENT:

- Member of Public asked if meals for the students would be prepared in the building.
  - Michele LaForge answered the question.
    - Food will not be prepared onsite, Baxter Academy works closely with local restaurants to create \$5 meal packages for the students. Michele invoked suggestions.
- Member of public inquired about traffic implications and in particular number of trips during peak hours.
  - Bill Bray of Traffic Solutions addressed the question.
    - During peak hours there are 200 trips. This included parents dropping off students which are actually considered two trips. The first trip is coming to the school to drop off the student and the second trip is when they leave the school after dropping the student off. 25% of the students are dropped off at the school by a parent. There are expected to be as many as 60 staff members, 50 of which will be driving to school. There are 3 charter buses that will be dropping students off in the morning and picking them up in the afternoon.
    - There will be a 15 MPH School Zone sign with light indicators that will flash during specific hours.

- A Traffic Movement Permit will need to be obtained because this project will generate more than 100 trips during peak hours.
  - Baxter Academy is looking at things it can do to reduce the vehicular traffic.
- Member of public asked Kelli and Michele what measures will be taken to deal with conditions in the neighborhood.
  - Michele LaForge addressed the questions
    - Adults will accompany students during lunch break and other designated times. Adults will wear bright colored tee shirts with Baxter Academy logo and information.
    - Baxter Academy is currently using a text alert system and they plan to continue.
    - All students will be traveling in groups when outside the building.
- Member of public asked about parking pressure.
  - Kelli Pryor addressed the concern.
    - Baxter Academy will have 50 parking spaces in the parking lot across Lancaster Street for staff members. Students with vehicles will be encouraged to park in the Marginal Way commuter lot and walk to school.

There were no further questions or comments. Meeting ended at 6:30pm 3/1/17.

