

# Town of Stonington

## Athletic Field Oversight Committee Meeting

### Meeting Minutes

The meeting was held March 10, 2014 @ 2:00 pm at Stonington Town Hall. In attendance: Ed Haberek, Alisa Morrison, Bryan Morrone, Ken Donovan, Bill King, Lou DiCesare II, Mike Crowley, Paul Sartor, Sandy Grimes, Van Riley, Maryanna Stevens, Barbara McKrell, Leanne Theodore, Steve Steadman, and Gail Hantman. Absent: J. Mendonca.

The items discussed were as follows:

1. Overview of remainder of the project:

Ed Haberek began the meeting by introducing Barbara McKrell as the new Director of Public Works. Ed stated that Steve Steadman will resume his position for the Town as on site project coordinator and the "point person" out in the field.

2. Discussion of drainage bid:

See discussion below. Drainage is part of the bid for the All-Purpose Field.

3. Discussion of All Purpose field use:

Steve Steadman stated there are 8 or 9 bid prospects and that RAD Sports has a copy of the bid package and is expected to bid. Dan Kroeber, of Milone & MacBroom, answered questions at the pre-bid walk through and has issued addenda to the bid package. Currently the bids are due on April 14<sup>th</sup>. There was discussion about postponing rebuilding of the all purpose field until later in June, with construction starting mid-June. Since the turf needs to set for 6 weeks minimum, it was suggested to delay construction by 30 to 45 days. Barbara McKrell questioned the contractual obligations and delaying the Notice to Proceed. It was agreed to delay the receipt of bids until March 21<sup>st</sup> and to issue an addendum to the bid package with the revised dates. The receipt of bids and immediate opening of bids will be postponed until 2:00 p.m., March 21, 2014.

4. Discussion of Storage Needs status:

Van Riley presented information regarding the suggested storage needs for the SHS Athletic and Maintenance personnel. Meetings were held with all involved and it was suggested that a total of six (6) 12' x 20' sheds be purchased. The placement of the sheds was divided up into 3 areas with 2 sheds for the Soccer and Lacrosse teams, 2 sheds for Track and Field Hockey teams, and 2 sheds to be used by the Football Team and Maintenance. The 6 sheds will meet the size requirements and the adjacency needs and will be placed on a bed of crushed stone (To be provided by the Town??). The estimated total cost for 6 sheds is \$27,852.00 and they will be brown with white trim in keeping with SHS colors.

#### **5. Preparation of Summer workers:**

Barbara McKrell stated that contract negotiations with the Public Works Highway Personnel have been preliminarily settled but the contract has not yet been ratified. The Director of Administrative Services, Vin Pacileo, advised no advertising for summer highway workers until the contract is ratified. Barbara stated that in-house staff will have to be directed to perform maintenance of the fields this year with no additional summer help. The all-weather and baseball fields are the responsibility of SHS staff and all other fields are the responsibility of Town personnel.

#### **6. Miscellaneous:**

Van Riley discussed the purchase of the needed striping machine for the new all-weather field. Since the machine cannot be purchased from the bond money and the Town and school has decided to redirect the use of \$8000 of CIP funds to purchase the equipment. A request will be sent to the Board of Finance requesting approval.

Van Riley asked Ken Donovan to hand out the Bidding Requirements for the SHS Baseball Field as prepared by Bill King. There was a brief discussion of the specifications and it was noted that the requested bids will be broken down into 3 sections – Outfield, Infield, and Warning Track. (NOTE: A revised specifications sheet will be emailed to all in attendance due to some noted errors on the distributed package.) It was noted that remaining funds will determine how much work can be done. It was agreed to do what is needed to make the field safe and playable for now with the intent of redoing the entire field after the season is completed.

Bill King stated that he has the new scoreboard for the field in storage. It is unknown what might be uncovered when the soil is disturbed and will take the lead to have an engineering review performed. He questioned whether it would be

possible to remove the existing scoreboard, but leave everything else intact, and replace it with the new one and then in the future add two (2) side panels for the advertisement displays. Lou DiCesare stated with new building code regulations in effect as of February 28, any changes would require meeting new code. Of special concern is meeting the new wind requirements.

There was further discussion about field conditions during inclement weather. Barbara McKrell questioned the current policy. It was stated that the "Town," i.e., the Director of Public Works and the Highway Superintendent make a determination of whether the fields are either playable after a weather event or whether the fields should be closed due to a pending weather event, and this is relayed to the appropriate school personnel. Communication is key. If the school decides to play anyway, then any damage to the fields resulting from such play, becomes the responsibility of the school to repair. All were in agreement of the policy.

Maryanna Stevens, Director of Finance, provided a summary of actual/projected expenditures for the fields. Steve Steadman will provide Maryanna with a summary of expenditures paid-to-date to Milone & MacBroom. Bryan Morrone will determine the cost of new poles for the basketball court and Lou DiCesare will get a price for court repair using the on-call paving company. Maryanna will revise the summary of expenses incorporating all of the updates for review at the next meeting.

**The next meeting date was set for Friday, April 4<sup>th</sup>, at 8:00 a.m. in the Town Hall meeting room.**