

East Hampton High School Athletic Facility Improvements

MINUTES

MAY 26, 2022

3:00 P.M.

TOWN HALL 2ND FLOOR MEETING ROOM,
1 COMMUNITY DRIVE, EAST HAMPTON, CT

ATTENDEES	<ul style="list-style-type: none"> • Jeremy Hall – East Hampton High School Athletic Field Building Committee Member (EH) • Steve Fontanella – EH • Jason Serra – EH • Ted Shumbo – EH • Sean Corrigan, Project Manager – Mountain View Landscapes (MV) • Kevin Fuselier, Project Manager – SLR International Corporation (SLR) <p style="text-align: center;">See attached sheet for contact information.</p>
APOLOGIES	<ul style="list-style-type: none"> • Kevin Reich – East Hampton Town Council, EH • Alannah Coshow – EH • AJ LaPlant – EH
NOTE TAKER	<ul style="list-style-type: none"> • Kevin Fuselier – SLR

ITEM	DISCUSSION	ACTION
01	Site Safety/Security	
	<ul style="list-style-type: none"> • Graduation is Friday, June 17, 2022. • Construction traffic shall be limited during morning student drop-off and afternoon pickup hours. • Student Drop-off/Pickup: <ul style="list-style-type: none"> • Drop-off time is from 7:15 a.m. to 8:00 a.m. • Pickup time is from 2:30 p.m. to 3:15 p.m. • MV is responsible for protecting its work and equipment. • Working hours shall be from 7:00 a.m. to sunset. 	
02	Administrative	
	<ul style="list-style-type: none"> • Requests for Information (RFI), Potential Change Orders (PCO), etc. shall be sent via email to SLR. • Pencil Payment Applications shall be sent via email to SLR for review and approval. SLR will review and provide comments if necessary. Once approved, email signed and notarized copies to SLR for sign off. Mail original copies to SLR's Cheshire office. • Payment Application No. 7 was approved at this meeting. 	

03	Submittals	
	<ul style="list-style-type: none"> • Electronic copies of all submittals shall be emailed to SLR. • MV is to provide a submittal log to SLR. • SLR has processed 18 submittals to date. • No additional submittals are anticipated. 	
04	Project Progress and Look-Ahead	
	<ul style="list-style-type: none"> • Storage tank was installed last week. The pump has been delivered to (MV's shop). MV will schedule a crew to finish install the week of May 31, 2022. MV to provide the project team with a description as to how the pump draws from the irrigation well. Ideally, the pump would only draw during times when the irrigation system is not running. Since there is no rain sensor on the system, it is up to Parks Department staff to manually shut down the system when it's raining. • Irrigation system is up and running. MV repaired a couple irrigation line breaks identified in the baseball field. • First round of topdressing was completed last week at the baseball and soccer field. • The running track surfacing and striping is complete. MV is to clean up the area around the long jump and pole vault runways the week of May 31. The school has reopened the track for use. MV to reinstall the double access gate at the southeast corner of the site. • MV has begun mowing of both the baseball and soccer field. • The second sand topdressing of both fields is planned for the week of May 31. Staging for the soccer field will be in the north parking lot, or in the vicinity of the concession building so that the running track anti-tracking can be removed. • All staging areas will be restored to their original pre-construction condition the week of May 31. • Tennis court surfacing is expected to occur after graduation. MV is to find out the exact start date and notify the project team as soon as they find out. 	
05	Progress Meetings	
	<ul style="list-style-type: none"> • The next project meeting is on Thursday, June 30, 2022, at 3:00 p.m. at the East Hampton Town Hall. 	
06	Special Site Conditions	
	1. N/A	
07	Change Orders (CO)	
	<ul style="list-style-type: none"> • CO No. 1 – Running track asphalt patching – Approved and completed • CO No. 2 – Added drainage structure at southeast D-zone and regrading at northwest D-zone – Approved and completed • PCO No. 3 – Sodding of the right field foul territory – Approved • PCO No. 4 – Temporary markings for the tennis courts and track – Rejected • No other PCO's are pending at this time. 	

08	Other Discussion Items	
	Key Dates: <ul style="list-style-type: none"> • Tennis court surfacing: After graduation, MV is to provide exact start date as soon as possible. • Sand topdressing (second application): Week of May 31 • Irrigation installation: Completion is anticipated the first week of June 	
	Subcontractors: <ul style="list-style-type: none"> • MV is to utilize Craftco for running track surfacing, and Vermont Recreation Surfaces for the tennis court surfacing. 	
	Material Availability: <ul style="list-style-type: none"> • N/A 	

East Hampton High School Athletic Facility Improvements Contact List

School/Town:

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Jeremy Hall – East Hampton Parks &
Recreation

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Steve Fontanella – East Hampton Public
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Kevin Reich – East Hampton Town Council

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General Contractor:

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Amanda Santaniello – Project Administrator

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Sean Corrigan – Project Manager

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Rick Maust – Site Foreman

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Engineer:

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Kevin Fuselier – Project Manager, Landscape
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