

East Hampton High School Athletic Facility Improvements

MINUTES

AUGUST 18, 2022

2:00 P.M.

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

ATTENDEES	<ul style="list-style-type: none"> • Kevin Reich – East Hampton Town Council, East Hampton High School Athletic Field Building Committee Member (EH) • Alannah Coshow – EH • Jeremy Hall – EH • Steve Fontanella – EH • Ted Shumbo – EH • Sean Corrigan, Project Manager – Mountain View Landscapes (MV) • Kevin Fuselier, Project Manager – SLR International Corporation (SLR) <p>See attached sheet for contact information.</p>
APOLOGIES	<ul style="list-style-type: none"> • Jason Serra – 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"> • First day of school: Monday, August 29, 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. 9 was approved at this meeting. 	

	<ul style="list-style-type: none"> Balance of MV contract is: \$15,000 for topdressing, and \$54,000 in retainage (5.0%). MV requests a retainage reduction to 2.5% for Payment Application No. 11. 	
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"> The tennis court surfacing has been completed. The town elected to install additional pickleball striping to two courts. The irrigation system is fully up and running and appears to be in proper working condition. MV owes the town one final sand topdressing on the baseball and soccer field. However, the town requests this is postponed until the existing sand layers have had more time to settle. There has been burnout of the sod around the interface of the baseball field clay infield and the outfield grass. MV to oversee this area to help restore the turf. 	
05	Progress Meetings	
	<ul style="list-style-type: none"> The next and final project meeting is on Thursday, September 1, 2022, at 2:00 p.m. at the East Hampton High School. 	
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"> First day of school: Monday, August 29, 2022 Sand topdressing (final application): To be determined. 	
	Subcontractors: <ul style="list-style-type: none"> MV utilized 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:

East Hampton High School
15 North Maple Street
East Hampton, CT 06424

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:

Mountain View Landscapes
67 Old James Street
Chicopee, MA 01020

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:

SLR International Corporation
99 Realty Drive
Cheshire, CT 06410

Kevin Fuselier – Project Manager, Landscape
Architect

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