

East Hampton High School Athletic Facility Improvements

MINUTES

NOVEMBER 4, 2021

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) • Jeremy Hall – EH • Steve Fontanella – EH • Jeff Leith – EH • Jason Serra – EH • Ted Shumbo – EH • AJ LaPlant – 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	N/A
NOTE TAKER	Kevin Fuselier – SLR

ITEM	DISCUSSION	ACTION
01	Site Safety/Security	
	<ul style="list-style-type: none"> • No new issues were reported. • 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. 	

	<p>Once approved, email signed and notarized copies to SLR for signoff. Mail original copies to SLR's Cheshire office.</p> <ul style="list-style-type: none"> • Payment Application No. 2 has been signed off on by SLR and approved by EH. 	
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 13 submittals to date. 	
04	Schedule	
	<ul style="list-style-type: none"> • MV is recompacting and grading the baseball field outfield; however, the topsoil is heavily saturated, making the regrading more difficult and time consuming. The upcoming forecast is favorable and should allow the soils to dry out. • Irrigation installation is scheduled to begin the week of November 8, 2021. Irrigation installation should take 1 week and will be immediately followed by the installation of sod. The typical cutoff date in New England for sod installation is the week after Thanksgiving. If the sod does not take for any reason, it will be replaced by MV and no additional cost to the owner. There will be no maintenance required for the sod this fall and winter. • If weather conditions are favorable, paving of the tennis courts will be pushed up on the schedule to Friday, November 12, 2021. If weather is not favorable on the 12th, then paving will occur on the originally scheduled date of November 17, 2021. 	
05	Progress Meetings	
	<ul style="list-style-type: none"> • Scheduling of the future progress meeting shall be added to future meeting agendas. • Progress meetings will be held biweekly or as needed. • The next project meeting will be on Thursday, November 18, 2021, at 2:00 p.m. at the East Hampton Town Hall. All are welcome to attend a site walk with MV and SLR upon adjournment of the meeting. 	
06	Special Site Conditions	
	<ul style="list-style-type: none"> • Sediment and erosion controls along the southern property line must be monitored and maintained once installed throughout the duration of the project. • The Athletic Field Building Committee has been asked if the track can be reopened for community use. The Committee has decided to keep the facility closed until the rubberized track surfacing can be installed. The baseball field and tennis courts will also remain closed. 	
07	Change Orders (CO)	
	<ul style="list-style-type: none"> • PCO #1 – Running track asphalt patching. Approved and completed. 	
08	Other Discussion Items	
	<p>Key Dates:</p> <ul style="list-style-type: none"> • The school has winterized the irrigation system. If MV needs to recharge the system, they will rewinterize it at no additional cost to the owner. 	

	Subcontractors: <ul style="list-style-type: none"> MV is to utilize Empire Paving for asphalt work, Craftco for running track surfacing, and Vermont Recreation Surfaces for the tennis court surfacing. 	
	Material Availability: <ul style="list-style-type: none"> MV is to verify that all materials required for the project are readily available and will not disrupt the project schedule as it is currently outlined. Tennis court materials: new posts are 10 weeks out, but this will not delay the installation of the net post sleeves. 	
	Running Track: <ul style="list-style-type: none"> Note: Given the start date of the project, it is very unlikely that the weather will permit the installation of the rubberized track surfacing for this fall. EH shall confirm that it will be okay to have the track facilities offline at the start of the spring season. Track surfacing is temperature sensitive and can only be installed on days when temperatures are 45°F and higher. At this time, a specific date of completion cannot be determined. 	
	Tennis Courts: <ul style="list-style-type: none"> Given the start date of the project, it is very unlikely that the weather will permit the installation of the color acrylic surfacing this fall. It is possible to install temporary line striping to permit court use in the spring. Tennis court surfacing is temperature sensitive and can only be installed on days when temperatures are 45°F and higher. At this time, a specific date of completion cannot be determined. 	

East Hampton High School Athletic Facility Improvements Contact List

School/Town:

East Hampton High School
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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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Engineer:

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