

East Hampton High School Athletic Facility Improvements

MINUTES

DECEMBER 16, 2021

2:00 P.M.

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

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| 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 Jason Serra – EH Ted Shumbo – EH AJ LaPlant – EH David Cox – EH Sean Corrigan, Project Manager – Mountain View Landscapes (MV) <p>See attached sheet for contact information.</p> |
| APOLOGIES | <ul style="list-style-type: none"> Kevin Fuselier, Project Manager – SLR International Corporation (SLR) |
| NOTE TAKER | Sean Corrigan – MV |

| 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: 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. 4 were reviewed and approved. MV will send SLR final notarized copies for sign off and then will be sent to the town. | |
| 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 15 submittals to date. | |

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| 04 | Project Progress and Look-Ahead | |
| | <ul style="list-style-type: none"> The additional drainage in the south D-zone of the track has been installed. Eagle Fence will return to reinstall the tennis court chain link fence fabric by the end of the month. The project is temporarily on hold due to winter conditions. | |
| 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 is to be determined. | |
| 06 | Special Site Conditions | |
| | <ul style="list-style-type: none"> The fields, courts, and track will remain closed until determined by the committee that they are suitable for use. If winter conditions are favorable, installation of the irrigation storage tank may occur prior to spring 2022. If this occurs, MV will set up a coordination meeting with the team prior to resuming any construction activities. There is a concern about the condition of the right field foul territory. MV plans on seeding this area when conditions permit in the springtime. If conditions are not favorable for seeding, MV will sod this area. MV will coordinate the irrigation startup with the town in spring 2022. | |
| 07 | Change Orders (CO) | |
| | <ul style="list-style-type: none"> CO No. 1 – Running track asphalt patching – Approved and completed. PCO No. 2 – Added drainage structure at southeast D-zone and regrading at northwest D-zone – Approved and completed. | |
| 08 | Other Discussion Items | |
| | Key Dates: <ul style="list-style-type: none"> Winter shutdown is in effect | |
| | 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. | |
| | Running Track: <ul style="list-style-type: none"> Track surfacing schedule will be determined late winter/early spring 2022 when weather conditions turn favorable. | |
| | Tennis Courts: <ul style="list-style-type: none"> Court surfacing schedule will be determined late winter/early spring 2022 when weather conditions turn favorable. | |

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
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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
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Cheshire, CT 06410

Kevin Fuselier – Project Manager, Landscape
Architect

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Jonathan Luster – Project Engineer

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