

FHS Track and Field Design Committee
Friday, December 1, 2017
Freeport High School
Minutes

Attendance: Fred Palmer, John Paterson, Dennis Ouellette, Michelle Lickteig, Tim Reich, Kim LaMarre, Rob Ponteau, Charlie Mellon, Craig Sickels, Todd Coffin, John Simoneau, Andrew Johnston, Pat Carroll, Brad Williams, Michelle Ritcheson, Becky Foley

Updates:

1. Timeline update:
 - a. Punch List Walk
 - i. Track & Field
 1. Adjusting gates, fencing
 2. Advertising panel on scoreboard – training with Craig needs to still take place
 3. Lighting on field was turned on last Wednesday –
 - a. One pole has issues – aiming needs to be adjusted before certification by town can be completed
 - b. The town walk through needs to be scheduled.
 4. Still have some loam issues that will need to be readdressed, but area is stabilized. Not concerned about erosion. Will need to be regraded and reseeded around the track in the spring.
 5. Donor area is completed, but some stones may need to be adjusted. Will be back in the spring to complete this work.
 - ii. Softball Field
 1. Infield needs one more load of clay.
 2. Sod is not acceptable. Will need to be re-addressed in the spring.
 - iii. Parking lot lighting is in place in faculty parking lot – some of the lights are not working.
 - iv. Punch list will be issued today.
 - v. No substantial completion date has been issued. Will separate out the track and field from the softball area.
 - vi. Shotput area needs to be fixed.
 - vii. Punch list will be shared with the committee when it is finalized.
 - viii. Site fence is coming down next week over by the Morse Street School.
 - a. Asked Pat Carroll to issue letter to RAD
 - i. Extended the date to October 18th for completion date due to change orders
 - ii. Asking for liquidation damages – \$42,000 to be withheld from November bill.

- iii. Determine value of the softball field in the overall budget, to determine the amount for the liquidated damages.
 - iv. Will meet with RAD once substantial completion is met on the track and field.
- 3. Dugouts
 - a. Fencing will come down when the dugouts are built
- 4. Change order 11
 - a. Changing the grade near dumpster closure – \$620.00
- 5. Change Order 12
 - a. Softball infield – added 6 inches of sand under clay – \$8220.
- 6. Budget Update
 - a. \$82,000 left in the contingency currently.
 - b. Dugas is paying us \$7160 for the materials they hauled off the fields.
 - c. \$115,000 is currently the amount that has been fundraised for bleachers.
 - d. Plan is to create and send out an RFP for bleachers with press box options in January.
 - e. Dennis will get the dugout materials priced out.
- 7. Arch Design in Donor Plaza
 - a. All funded.
 - b. Almost ready for fabrication.
 - c. This will go through the RSU for payment from fundraised monies.
- 8. Next Steps
 - a. Pat Carroll will create the punch list and distribute
 - b. Will notify people about when the lighting is to be tested
 - c. Panels for donor wall will be finalized
 - d. Next meeting will be scheduled when needed