

**FHS Track and Field Design Committee**  
**Friday, February 17, 2017**  
**Freeport High School**  
**Minutes**

Attendance: Dennis Ouellette, Tim Reich, Kim LaMarre, John Simoneau, Pat Carroll, Fred Palmer, Rob Pontau, Tom DeLois, David Roussel, Todd Coffin, Craig Sickels, Michelle Lickteig, John Paterson, Andrew Johnson, Michelle Ritcheson, Becky Foley

- Revisions to user guidelines were shared with the committee; this is still a draft; not the final copy.
- Distributed plans showing where the lights would be.
- Planning Board is being scheduled with the lighting consultant from the Town who has suggested some ordinance guidelines for lighting systems. The State Planning office has been consulted for input. We will work with the Town Planning Town Board to work with them on an ordinance that would be considered to allow for the lighting to the track and field.
- Timeline Update:
  - a. Received the Army Core Permit on Feb. 15<sup>th</sup> which is part of the approval process.
  - b. Expecting the DEP approval any time.
  - c. Feb. 21<sup>st</sup> at 7:30: a meeting with Tracking and Parking will be held. Working on confirming from LL Bean that they will allow the RSU to utilize their parking lots. Town prefers something in writing rather than a verbal agreement.
  - d. Reviewing application again: On March 8<sup>th</sup> at 6:00 p.m. the committee will be before the Project Review Board.
  - e. Updating the timeline
  - f. Pat mentioned that there is an updated traffic study.
- Talked about including more landscaping to help provide a buffer. Planting rain garden areas. Added trees to the parking lots around baseball fields. Hope to have this plan finalized by March 8<sup>th</sup>.
- Property line clearly delineating the property lines between the RSU and the neighbors will be marked soon.
- Visitor bleachers and concession stands have been removed from the plan.
- Estimated cost was \$320,000 – this is probably the highest estimation for bleachers.
- Added a storage area. No need for windows in the storage shed.
- Next steps
  - a. Traffic and parking next Tuesday
  - b. Permit for March 8 – Project Review Board
  - c. March 1<sup>st</sup> is the beginning process for the lights – Planning Board
    - i. Need application – Pat Carroll will be responsible for this

- ii. This will take at least 3 months; write a new ordinance, Planning Board makes recommendation to the Town Council. There will be at least two meetings with Council. Then return to the Project Review Board.
  - d. John Simoneau will work on timeline for lights.
- We don't need two scoreboards. It will be wireless, turn it on, and identify what sport is being played. Nepco is the company being utilized. This will go to RFP. Scoreboard to be moved to the other corner (northeast corner).
- Need to qualify bidders for the track and field project:
  - a. Notice on website today.
  - b. Press Herald and KJ this week.
  - c. Contractors have a two-week process. Send 6 packages where they respond to questions. References. Safety, financial, disqualifications. Due back on March 3<sup>rd</sup>.
  - d. Make recommendation to the Board. Bid packages to the qualifiers.
  - e. Will require one meeting, but it will be a morning long meeting.
  - f. Go to Board on March 22<sup>nd</sup>.
- Track any expenses over the \$350,000 for Nike Grind.
- Conference Call: Joanie is at Nike headquarters; asked them to review design of the track with engineers. This meeting will take place this afternoon.
- Could get approval on March 8<sup>th</sup> for path forward from Project Review Board.
  - a. Will deem if it is a complete application. Can deem incomplete. Will have to go back in April if not approved at March meeting.
  - b. Conceptual Plan Review which we did. Final plan will be next. Will be listed as a public hearing.
- A lot of ordinances begin at 8:00 p.m. Event permit can allow exceptions.
- Acoustic consultant – unamplified human noise is not regulated. Did try to address this issue by requiring that no noise makers be used on the track and field.

#### Action Steps:

- a. John Simon. will work on timeline for lights.
- b. March 1<sup>st</sup> is the beginning process for the lights to the Planning Board.
  - a. Pat Carroll will be responsible for application.
  - b. Michelle L. will work on check for application
- c. Who is at March 1<sup>st</sup> meeting? John Simoneau, Andrew, Pat, Meeting begins at 6:00 p.m.
- d. Who is at March 8<sup>th</sup> meeting? Anyone from the team that can be there would be great.
- e. Who is at Feb. 21<sup>st</sup> meeting? Traffic and Parking: Dennis, Craig,
- f. John will e-mail Rob Ponteau request for qualifications.
- g. Subcommittee of the Track and Field Design Committee Bidders group: Dennis Ouellette, John Simoneau, Rob Ponteau, Todd Coffin, Kim LaMarre, Becky Foley, Craig Sickels

- h. Peggy Reid – any other vendors that they are looking at for their product – Pat Carroll will check on this.
- i. What have they seen for lighting on these types of tracks?
- j. Becky will check with Donna about Adam; if he recuses himself.
- k. Craig is working on attendance numbers at events.

Next Agenda:

1. Review minutes
2. Updates
3. Ground-breaking Ceremony Subcommittee