Tom Gray, Superintendent of Schools
Kelly Wentworth, Director of Finance & Human Resources
Erica Mazzeo, Assistant Superintendent of Schools
Elisha Morris, Director of Instructional Support

Facilities and Operations Committee
Wednesday, September 10, 2025
5:00 p.m. - Freeport High School - Library
Minutes

Committee Members Present**:** Michelle Ritcheson, Kelly Sink
Committee Members Absent: Maura Pillsbury
Administrators in Attendance: Tom Gray, Superintendent; Glen Reynolds, Director of Facilities; Kelly Wentworth, Director of Finance and Human Resources
Guests: Jason Chisholm, Field Maintenance Supervisor

Agenda Items and Discussion:

The meeting started at 5:10 p.m.
Michelle Ritcheson made a motion to appoint Kelly Sink as Chair. Vote: 2 - 0

1. Meeting called to order at 5:06 p.m.

2. Update new leach field/playground at Pownal- Director Reynolds updated the committee on the newly completed leach field system as well as the newly installed playground equipment. Director Reynolds also updated the committee on the reason the original swingsets were removed as well as the design and cost of the new swingsets.

3. Update on phase 1 projects- Director Reynolds updated the committee on the phase one projects as well as the tentative start date for the lighting project to begin.

4. Update on vehicle & grounds equipment replacement- Director Reynolds updated the Committee on the vehicle and equipment that was purchased this summer. He also included the reason why a switch was made and other equipment for the following year was purchased this past summer.

5. Update on request for proposals for tennis courts- Director Reynolds updated the committee that we are still working on putting the request for proposals together. Once completed Director Reynolds will update them.

6. Turf field update- Field Maintenance Supervisor Jason Chisholm updated the committee on the status of the turf field as well as the track. Jason explained that we are on year 8 of the field and track and we are also out of warranty. The Nike Grind from 8 years ago (original installation) needs replacement - losing its pliability. The turf itself has perhaps 4-6 years left.

Discussed possible solutions to continue to maintain the field so that it reaches its anticipated lifespan. Jason recommends that beginning this year, we G-Max test the field annually to ensure concussion safety. This would also be a way to continually test the safety of the field. Jason also mentioned the need for maintenance at the edges of the turf to ensure it is properly pinned and with proper drainage (curbing). Director of Finance Kelly Wentworth shared financial information about possible funding.

Michelle Ritcheson made a motion, seconded by Kelly Sink to approve up to $25,000 for maintenance of the track and field from Capital Reserve Fund. Vote: 2 - 0

The Board of Directors will need to approve this request at their next meeting.

The meeting adjourned at 6:20 p.m.

Meeting dates:

October 8, 2025
November 5, 2025
January 14, 2026
February 11, 2026
March 11, 2026
April 8, 2026
May 6, 2026
June 3 2026