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, March 11, 2026
5:00 p.m. - Freeport High School - Library
Minutes

Committee Members Present**:** Michelle Ritcheson, Karen Breer
Committee Members Absent: Kelly Sink
Administrators in Attendance: Tom Gray, Superintendent; Glen Reynolds, Director of Facilities; Kelly Wentworth, Director of Finance and Human Resources
Guest: Molly Meyer, FHS Tennis Coach, Mark Dohle Pownal Resident

Agenda Items and Discussion:

Meeting called to order at 5:04pm

1. FHS Tennis Courts Update- Director Reynolds updated the Committee that the site survey is underway and the core sampling would be happening in the next few weeks.. Director Reynolds went over the preliminary layouts of the current 3 court and a possible 4 court replacement options. The Committee then reviewed and discussed the early concept estimates for both asphalt and post tension courts. Tennis Coach, Molly Meyers, gave an update on additional steps needed during the USTA grant application process which include a technical review of the original set of drawings and a final review of all bid documents by USTA before bidding can commence. This process would have implications on the timeline. Director Reynolds was asked to provide additional information on the layout of the courts as well as the possibility of a curtain instead of fencing between the courts.

2. Energy Audit Phase 1 Project Update- Director Reynolds updated the Committee that the lighting vendor is currently working at Freepoort Middle School. The next location for this project is Mast Landing School. Director Reynolds also shared that once the lighting project at Mast Landing is complete the vendor will be going to Freeport High School. This is a change from the original schedule due to the length of time the lighting project will take and the availability of the FPAC. Director Reynolds also reported that EMC was preparing an updated Phase 2 Projects Listing.

3. Facility Study Update- Director Reynolds shared with the Committee a draft of the proposed Facility Study Request for Qualifications (RFQ) document. Superintendent Tom Gray and Director of Finance and Human Resources Kelly Wentworth shared the overall concept of the Facility Study process. This would begin with a review of all current

facilities, a determination of current conditions, an educational analysis of needs, a demographic/enrollment study, Community feedback listening sessions, then suggest and rank possible space reuse to meet educational and economic conditions in the next ten years. Committee Member Karen Breer shared that she has access to some other Facility Study RFQs and would email them to Superintendent Gray who can then share them with the Committee. Committee members are asked to share any suggested revisions and/or changes prior to the next meeting so that the Committee can review any revisions to the RFQ at the next meeting on April 8, 2026.

Motion to adjourn was made by Michelle Ritcheson second by Karen Breer at 6:13 p.m.

Next meeting dates:
April 8, 2026
May 6, 2026
June 3, 2026