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, April 8, 2026 , 5:00 p.m.
Durham Community School- Conference room
Minutes

Committee Members Present**:** Michelle Ritcheson, Karen Breer, Kelly Sink
Committee Members Absent:
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, Becky Costa Assistant Coach, Meaghan Arena, Pownal Resident

Agenda Items and Discussion:

Meeting called to order at 5:03 pm

1. Land acquisition- Director Reynolds briefly talked about the possibility of the district looking to acquire some land for future needs. Superintendent Gray continued the conversation and reported that Superintendent Gray, Director of Finance and Human Resources Wentworth, Board Chair, Michelle Ritcheson, and Director Reynolds had visited a location in Pownal that was for sale. After reviewing the site it was determined that the location did not meet the needs of the district. The Committee decided that it would be best to wait until after the Facilities study was completed.
2. FHS Tennis Courts Update- Director Reynolds updated the Committee that the core samples have been completed. Director Reynolds reported out that he was on site for the first drill hole which revealed that there is currently only 2-½ inches of asphalt,-standard is 3 to 4 inches, the base was six inches of sand/clay mix- standard is ¾ or smaller stone onto of gravel and at the 3 foot mark they hit bedrock. Director Reynolds informed the Committee that Jason from CHA is out until 4/10 and we should be receiving the report from the core samples upon his return. Molly Meyer, FHS Tennis Coach, shared that she attended a meeting with the RSU5 Director of Community Programs, Peter Wagner. Molly shared that there was high demand for the tennis courts. Community Programs offer several options for different grade levels, members of the public, and even professional tennis players who use the courts and charge a fee to teach tennis. They had also discussed the possibility of managing the use of the courts as we do other RSU5 spaces. Molly shared that Peter would be willing to give up some of the rental fee funds to put toward upkeep of the tennis courts. Molly shared that she had a conversation with the Principal at Cape and Islands Tennis and Track, a post-tension court installer, and another with the Head Pro at York Golf and Tennis Club, who installed two post tension courts about five years ago. Molly indicated that they have had no issues with the

post-tension courts and have not had to expend any funds on annual maintenance. Director of Finance and Human Resources Wentworth reported that the Board of Directors have proposed to move funds from the undesignated fund balance into the Tennis Court Reserve fund to bring the balance up to $700,000. This would cover the replacement of the current three asphalt tennis courts. An additional $102,000 would be needed if they were to use post-tension concrete vs asphalt. If the Board wished to add a fourth court it would require an additional $302,000 for asphalt or an additional $501,000 for post-tension concrete. There was a discussion about other funding sources which could include the possibility of a grant from the United States Tennis Association (USTA), community fundraising, and the potential use of the district Capital Reserve fund.

3. Energy Audit Phase 1 Project Update- Director Reynolds updated the Committee that the lighting project is complete at Freeport Middle School. The lighting contractor has now moved to Mast Landing School and will begin on April 13th.
4. Facility Study Update- Superintendent Gray shared he felt a more comprehensive look at current district staffing in addition to an assessment of our facilities is needed in determining how the RSU moves forward over the next ten years. Therefore, Superintendent Gray and Director of Finance and Human Resources Wentworth will be revamping the current Facility Study RFP into a Systems and Sustainability Study RFP and will bring it to the Board of Directors at a future meeting.
5. Emergent Building Repairs- Director Reynolds informed the Committee that there were some floor tiles that had come up in the upstairs unisex restroom at Freeport Middle School. Director Reynolds had the floor tiles and mastic tested for asbestos. The mastic came back positive. Director Reynolds informed the Committee that the restroom has been closed. He has met with an abatement vendor and he will be meeting with a flooring vendor next week. It is anticipated that this work could be completed during April Break. Director Reynolds also shared that the new hot water system at Mast Landing has been installed. During the installation it was discovered that the current mixing valves, that allow us to adjust that water temperature, needed replacement. Director Reynolds informed the Committee that a vendor was currently on site making the repair.

Motion to adjourn was made by Michelle Ritcheson second by Kelly Sink at 5:56 p.m.

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