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

Facilities and Operations Committee
Wednesday, July 15, 2026 5:00 P.M.
Central Office 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 & HR
Guests: Jason Pollard, CHA Architects; Becky Costa, FHS Assistant Tennis Coach

Meeting called to order: 5:05 P.M.

Agenda Items and Discussion:

1. FHS Tennis Courts Update-
   - CHA Architect, Jason Pollard, presented 65% complete design plans for the four court tennis court replacement option. The four court option would have two sets of two courts divided by a concrete walkway.
   - The presentation included review of site design, drainage, court placement, walkways, relocation of softball scoreboard, and installation of ball stop netting between the softball field and the tennis courts.
   - It was the request of the Committee to include a 10 ft fence in between the two sets of courts. There was discussion regarding the benefits of post-tension concrete and asphalt base warranties. The post-tension concrete base warranties can be either 25 or 50 years with a typical 10 year warranty on surfacing, whereas asphalt base warranties are 3-5 years with a typical 3-5 year warranty on surfacing.
   - Jason reported that there are four contractors in the area with post-tension concrete installation experience. They are: Classic Turf Company LLC (CT), R.A.D. Sports (MA), Hinding Tennis LLC (CT), and Cape & Island Tennis & Track (MA).
   - Updated pricing was presented for both the post-tension concrete and asphalt options. Post-tension concrete was $1,062,174 before contingencies, $1,242,744 with maximum contingenices. Asphalt was $887,825 before contingencies, $1,038,756 with maximum contingenices. The estimated cost adjustment of the higher fencing is estimated to be around $10,000 for both options. The estimated cost adjustment of $10,000 would likely be offset in the post-tension concrete option if we opted to the 25 year base warranty vs the 50 year base warranty.
   - Director Reynolds will share the 65% complete design plans with FHS Tennis Coach, Molly Meyers, for submission to the USTA for grant consideration.
   - CHA has spoken with the Town of Freeport and site plan review is necessary.

Design plans need to be submitted to the Town of Freeport by 07/29/2026 in order for the topic to be placed on the 08/19/2026 project review meeting agenda.

- New Proposed Timeline for the Project:
  - Design Development 05/26/2026-06/24/2026
  - Permitting 06/24/2026-09/27/2026
  - Construction Documents (100%) 06/30/2026 to 07/30/2026
  - Bidding 08/2026
  - Construction 10/2026 - 08/2027 (Kelly Sink will share when middle school tennis season is set to start in Fall 2027 and CHA will make that the project completion final date)

Meeting Adjourned: 6:32 P.M.

Next meeting date: September 9, 2026