

**TOWN OF GRANBY  
ATHLETIC FIELDS AND SPECIAL PROJECTS BUILDING COMMITTEE  
MEETING MINUTES  
September 24, 2013**

**PRESENT:** Ronald Durej, Jim Sansone, Jim Lofink, David White, and Ben Perron (arrived at 7:13 p.m.)

**OTHERS PRESENT:** Dr. Patricia Law, John Stewart, CR3, and B. Scott Kuhnly, BOS Liaison (arrived at 7:14 p.m.)

Chairman Durej confirmed a quorum and called the meeting to order at 7:03 p.m.

**Public Comment**

There was none.

**Approval of Minutes**

ON A MOTION by J. Lofink, seconded by D. White, the Committee voted (3-0-1) to approve the minutes of September 5, 2013 as recorded. J. Sansone abstained.

**Review Status of Punch List Items**

Chairman Durej provided a handout of the punch list items. The Committee reviewed it and commented. The items listed include:

1. Fine grading and seeding is not complete and/or requires rework in many areas. The seeding has been done, but there is concern that the grass isn't growing as well as expected. Do the specs show responsibility (by the contractor) for the grass for six months (or a certain timeframe)? Who is responsible for watering the grass? It is thought that R.A.D. has arranged to have water trucks come in to water.
2. The stains/markings on the walkway of the grandstand have not yet been addressed.
3. Handicap signs are not in place yet. R.A.D. needs to put them up.
4. Hardware on all fence gates should be checked for completeness and properly tightened. *This has been done.*
5. The siltation fabric in the catch basin north of the track needs to be removed and debris removed from the surrounding area. *This has been done.*
6. The clean out at the northwest corner on Field No. 2 is set too high and the cover does not set properly. *This has been taken care of.*
7. The electrical box adjacent to the new scoreboard north of Field No. 2 is set too high and filled with debris. *This has been taken care of.*
8. The com. box at the northeast corner of the stadium field adjacent to the track is too high. *This has been taken care of.*
9. The eastern track straight has had dirt washed onto it and needs to be cleaned prior to the track being lined. *This has been done.* There is still concern regarding future rain and dirt washing onto the track. It is hoped that once the grass grows it will hold the dirt back. Possibly identify the area of concern by the track (with small flags) to show R.A.D. where the water pooling is.
10. There are several cracks and spalls in the flush conc. curb at both artificial turf fields. *This has been fixed.*
11. The softball diamond area does not appear to be complete. R.A.D. spread infield material, which was provided by the school, but there wasn't enough material and it's the wrong time of year to get more material. The depression near second base is the

result of an irrigation head being too low and blowing out the soil when it's turned on. The head needs to be raised and that area needs to be backfilled. Dubosar Irrigation needs to be contacted to address this matter.

12. Discus and shot put cages have not been constructed. While the discus circle has been constructed, the drainage tubes may be blocked because the depressed throwing ring continues to be full of water. The existing cage (discus) that was to be moved was damaged beyond repair when it was taken down. R.A.D. has been asked for a letter of explanation regarding the events of the cage falling apart, but to date it hasn't been received. There will be discussion with R.A.D. about this. The school will be putting up the netting.
13. The batting cage is not complete. R.A.D. still has work to do on this.
14. Detectable warning strips have not been installed. *This has been done.*
15. Light poles along the entrance walk have not been installed. Waiting for delivery of poles.
16. There is a gap between the new curb and existing curb where the island at the east end of the new parking lot abuts existing curb. This has not yet been addressed.
17. Chain link gates do not have center drop bars. *This has been done.*
18. There is a roll of chain link fabric on the ground adjacent to the new fence at the north end of the site. *This has been removed.*

D. White has the signs to be put on the fence regarding track and field rules. He will deliver them to the high school for installation.

### **Review and Finalize List of Contingency Items**

Chairman Durej reviewed the contingency items and associated costs. Comments were made regarding the purchase of a machine to tow the groomer and if there was a possibility that Public Works presently has a machine that could be used, or if the town could share this piece of equipment with another town.

S. Kuhnly reported being at a J.V. soccer game where he witnessed parents and students jumping over the fence near the berm by field #2. They didn't want to walk around and go in at the gate. He asked if there might be a possibility of putting a gate in this area to use at non-paying events so as to avoid people jumping over the fence. This might be something to incorporate with the other fence/gate modifications being made.

Dr. Law reported the scoreboard that was moved to field #2 doesn't work now and can't be fixed. She asked if there were any available project funds that could be put toward the purchase of a new scoreboard. The portable scoreboard is being used for now.

### **Discuss and Identify Recommendations for the Future**

Items identified to be done at some point in the future include:

- Finish the sidewalks and extend them. At the same time, curbing should be done. The gate to the pit area should be upgraded to a stronger gate.
- Portable netting for Lacrosse.
- Electronic timing for track – estimated cost \$4,000 – 6,000.
- PA system.

- Concession stand electric. Get a few estimates for the necessary work. Also, water and sewer to the building would be nice. Could contingency funds be made available for the electrical hook up?
- Press box – elevator isn't mandatory.
- Portable bleachers with cage at the back. Positioning should be considered with input from coaches and teams.
- Lights on field number two.
- Panels to cover the track at events when the public needs to walk over it.

J. Lofink asked who would oversee the completion of the punch list. The Committee feels they should continue to oversee the punch list and outstanding items. If work or issues aren't satisfactorily resolved, the committee could recommend withholding payment. The committee will continue to work directly with Town Manager Smith on all matters.

J. Stewart will take this revised punch list to R.A.D. and will ask for a timeframe for items to be addressed. It is hoped this won't continue into the spring.

Another meeting will be scheduled at a later date to review the outstanding items on the punch list.

The installation of the light poles is a matter of importance, whereas there are nighttime events being scheduled.

### **Adjournment**

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Susan Christian  
Recording Secretary