

**TOWN OF GRANBY
ATHLETIC FIELDS AND SPECIAL PROJECTS BUILDING COMMITTEE
SPECIAL MEETING MINUTES
September 5, 2013**

PRESENT: Ronald Durej, Jim Lofink, David White, and Ben Perron

OTHERS PRESENT: Dr. Patricia Law; Mary Gadd, GMHS Principal; B. Scott Kuhnly, BOS Liaison; Tom Steinke, Director of Facilities; and Kim Chamberlain, GMHS Athletic Director

Chairman Durej confirmed a quorum and called the meeting to order at 6:05 p.m.

Public Comment

There was none.

Approval of Minutes

ON A MOTION by B. Perron, seconded by D. White, the Committee voted (3-0-1) to approve the minutes of August 13, 2013 as recorded. J. Lofink abstained from voting.

Punch List and Walk Through Fields

Chairman Durej reported he and John Stewart, from CR3, walked through the fields on Wednesday and started to create a punch list. The items listed include:

1. In general, fine grading and seeding is not complete and/or requires rework in many areas. There are many areas that have stones, debris, sticks, etc. that are not in conformance with the specification - Section 02931-3.03-B.2(h), vehicular tracks and compacted due to disturbance after seeding was completed.
Specifically:
 - a. Area around the CL&P transformer.
 - a. Area around CL&P transformer and lights.
 - b. Entire disturbed area leading to and surrounding the softball field.
 - c. Southwest corner of site between the fence and road.
 - d. Area between Field No. 2 and parking lot and eastward to the walk leading down to the 'Pit'. It appears work is still being done in this area.
2. Hardware on all fence gates should be checked for completeness and properly tightened. The latch on the gate at the northwest corner of the track is missing hardware.
3. The siltation fabric in the catch basin north of the track needs to be removed and debris removed from the surrounding area.
4. The clean out at the northwest corner on Field No. 2 is set too high and the cover does not set properly.
5. The electrical box adjacent to the new scoreboard north of Field No. 2 is set too high and filled with debris.
6. The com. box at the northeast corner of the stadium field adjacent to the track is too high. This condition was noted in my review of the field for the Certificate of Completion and Dan Quick (R.A.D.) indicated it would be lowered.
7. The eastern track straight has had dirt washed onto it and needs to be cleaned prior to the track being lined.
8. There are several cracks and spalls in the flush conc. curb at both artificial turf fields. Dan Quick indicated they would be corrected.

9. The softball diamond area does not appear to be complete.
10. Both the 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 is full of water.
11. The batting cage is not complete.
12. Detectable warning strips have not been installed.
13. Light poles along the entrance walk have not been installed.
14. 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.
15. Chain link gates do not have center drop bars.
16. There is a roll of chain link fabric on the ground adjacent to the new fence at the north end of the site.

After the review of this list, the Committee went outside and T. Steinke narrated a walk around the fields. Additional items were added to the punch list and include:

1. The softball infield is not complete
 - a. It does not appear to be level (a few depressions were noticed)
 - b. The pegs for bases, the pitching rubber, and home plate are not installed
 - c. The interface between the infield and outfield grass is not level (i.e abrupt transition)
 - d. There is a hole just behind second base that needs to be filled in
2. The pole vault boxes are full of water. We couldn't even pull the covers off because of so much surface tension. Are there supposed to be drains? Are the covers supposed to be watertight?
3. There was another washout spot on the track that we didn't notice on Wednesday. It's away from the others on the SE corner.
4. There is an additional marking on the grandstand that is new and different from the "stains" we indentified a while ago. It's about 3 foot long in the center of the bottom platform. It almost appears like the coating has been pulled off. We are wondering if it was damaged when the track installers placed their tarp over the grandstand. Maybe something got stuck and they pulled it off.
5. Question was asked: were the track drains (that ring the field) cleaned out before they were covered over by the track material. Concern is that there may have been stones and other material in them but now there is no way to clean them.

The following are not punch list items (since they are not RADs problem) but need action:

1. The gate by the NE corner of the second field needs to be widened. Dr. Law confirmed with the cross-country coaches that they do run up that embankment at the beginning of the race and they need to allow more runners through at one time.
2. We need another gate for community access. The thought is that they want to be able to lock the main gate outside of school hours to prevent any vehicle access, but still allow people access to the track.
3. Can we put some type of curb in front of the grandstand to prevent gravel underneath the grandstand from ending up on the walkway (or worse on the track)? It was noted that people might inadvertently kick the gravel when walking by.

There was a mistake made in the specification of the size of the electrical conduit in the concession stand. T. Steinke had an electrician come out to give an estimate for getting power

to the building and it was noted that the conduit is too small to provide the service they are looking for (100A). It looks like a new conduit will have to be run and come through the side of the building.

Contingency items to discuss

The Committee feels there are still necessary items to be purchase, which include:

1. \$2,800 Sports netting behind the second field at the south end. (85' wide x 15' tall)
2. \$500 Signs for fields and track
3. \$5,000 Machine to drag field groomer
4. \$1,800 Additional funds needed for two gravel bases for the storage sheds.
5. \$1,500 Fence/gate change – cross-country runners need a wider area and make a community gate for public access to the track.
6. \$3,200 Softball dugouts broke apart when moved. Dugouts are necessary. The cost is for materials and the coaches will build the dugouts.

Total for these items is \$14,800. It was noted that if all the fencing/gates could be done at the same time there would be a cost savings.

Other items noted include:

1. \$1,000 Grandstand banner
2. \$2,000 Irrigation for grass area near concession building, possibly extending the berm into this area.

ON A MOTION by D. White, seconded by B. Perron, the Committee unanimously voted (4-0-0) to approve the above-mentioned six items be presented to William F. Smith, Jr., Town Manager for his approval to purchase with the contingency funds available.

Landscaping – R.A.D. has \$5,000 in the budget for landscaping and an additional \$2,000 was donated by the GMHS Class of 2013. The landscaper R.A.D. is dealing with quoted a price of \$9,000. To cut the cost, the landscaper suggested doing the work, but without a guarantee for the trees. If one (or more) were to die, the replacement would cost would fall to the school.

Grandstand fencing (across the front) and etiquette signs for the track and field are additional extras and hopefully can be purchased later. Chairman Durej will speak with Mr. Smith regarding the fencing across the front of the grandstand.

Adjournment

The meeting adjourned at 8:06 p.m.

Respectfully submitted,

Susan Christian
Recording Secretary