

**TOWN OF GRANBY
ATHLETIC FIELDS AND SPECIAL PROJECTS BUILDING COMMITTEE
SPECIAL MEETING MINUTES
November 8, 2012**

PRESENT: Ronald Durej, Jim Sansone, Jim Lofink, David White, and Ben Perron (arrived at 7:10 p.m.)

OTHERS PRESENT: Dr. Patricia Law, GMHS Principal; and B. Scott Kuhnly, BOS Liaison

Chairman Durej confirmed a quorum and the meeting was called to order at 7:00 p.m.

Public Comment

No public comment.

Approval of Minutes

The Committee reviewed the minutes from the October 30th meeting.

ON A MOTION by J. Lofink, seconded by D. White, the Committee voted (4-0-0) to approve the minutes of October 30, 2012 as presented.

Discuss open issues affecting completion of specifications

- The elevator to the Press Box is still being researched. Some new information regarding a permanent generator being necessary has come to light. More details are being obtained before finalizing this matter.
- It is expected that by the beginning of next week the specifications will be in place and an RFP can be moved forward.
- Chairman Durej will review the drawings on Monday with John Stewart at CR3.
- The steps involved with the RFP were questioned. Chairman Durej will speak with Town Manager Smith about this.
- Field markings – A print out of the field markings was reviewed. Dr. Law reported feedback from the coaches. The coaches like the idea of permanent stitching with painted goal markings. The girl's field hockey markings should be professionally painted (measured accurately) the first time and then the school can paint them after that. The coaches like proposed Option #1 for field one and proposed Option #1 for field two, as well, with an open box. At the 30 and 35 – permanently stitched hash marks need to be added. There was considerable review of the markings – seasonally. For clarification, the tic marks are used for line connectors.
- Logo - after some discussion, it was decided to include the stitching of a bear paw on the stadium field and a G on the other field in the specifications. This decision was made knowing that this may not come to fruition, due to cost constraints.
- Scoreboard – Daktronics is the scoreboard of choice. Dimensions, options, warranty, and cost were reviewed. It was asked if this might be able to be purchased through CREC. J. Lofink will look into this possibility. It is estimated the scoreboard will cost upwards of \$10,000 not including the steel or installation. This item will be purchased directly from the manufacturer. Because these will be a PA system, it is required the scoreboard be ADA compliant – with text messaging capability. Chairman Durej will look into the scoreboard item for more details and cost. An option should be decided on by next week so it can be included in the specifications.

- PA system – Tom Steinke and John Stewart are working on this to figure out the details of the capabilities, wiring, and installation. Also, what will be installed for use now and what might be able to be installed at a later date. Chairman Durej will speak with John Stewart about this so something can be included in the specifications, at least as a placeholder.

Review RFQ responses/Identify RFP candidates

J. Lofink created a list of the six RFQ's received. This list was reviewed and qualifications were compared. The Committee agreed that three stood out and will be looked at further.

B. Perron asked about working with other sports groups. Possibly have conversations with them about the project, and determine if they might be able to contribute to this project in some way. It is thought it might not be this Committees place to hold discussions like this. This may be something the BOE can address once the fields are turned over to them.

Identify Action Items

- Option #1 is agreed on for both fields, with a bear paw on the stadium field and a G stitched on the other field.
- Chairman Durej will speak with Eric Hughes from Field Turf, for new specifications. Also, girls and boys lacrosse lines.
- Chairman Durej will look further into scoreboard options.
- J. Lofink will speak with Town Manager Smith regarding the steps for the RFP. When will the town be ready to issue the RFP? What role will the Committee play when the RFP's come in?
- An ADA breakout of cost is needed from John Stewart.

Adjournment

ON A MOTION by D. White, seconded by B. Perron, the Committee voted unanimously (5-0-0) to adjourn the meeting at 8:10 p.m.

The next meeting will be scheduled when it is deemed necessary.

Respectfully submitted,

Susan Christian
Recording Secretary