

Parks Facilities Committee (PFC) Meeting Minutes (approved)–June 8, 2010

PFC Attendees:

Pat Crowley
Tim Duplin
Pat Inderwish
John O'Brien
Jim O'Day
John Owanisian
Chris Rucho

- PFC chair Pat Inderwish called the meeting to order at 7:03PM.
- This was a joint meeting of PFC and the Parks Commission – with a quorum present from both committees.
- Mr. Inderwish introduced/welcomed several representatives of various town boards/departments – among them: Police, Fire, Light Dept., Planning Board, BOS, CPC, Parks Commission, DPW.
- Minutes of the May 11 PFC meeting were approved.
- Mr. Inderwish then proceeded to review project scope, referencing the “90% Review Set” plans that were distributed to those in attendance.
- Highlights from Mr. Inderwish’s plan review, referencing drawing numbers below:
 - L1: Site prep plan was described, with mention of tree and concrete wall removal, ledge removal, suggestion to implement pre-blast survey, three residences within 250’ zone, use of “silt sacks” for erosion control.
 - L2: Site layout was described that included description of segmental retaining wall.
 - L3: Grading and drainage plan described.
 - L4: Described detailed aspects of construction.
 - E1-4: Reviewed electrical plans and various bid alternatives.
- Chief Pauley made a brief presentation and strongly suggested use of a pre-blast survey for neighboring properties to build goodwill with neighbors – consensus of those in attendance supported the chief’s recommendation.
- Mr. Inderwish noted the following key dates: Bidders conference – June 22, Prelim. bid date – July 7.
- Discussion indicated access to electrical power will be maintained during construction.
- Mr. Inderwish and the PFC then fielded questions/comments/recommendations from attendees – Q and A follows.
- Police Officer Duggan:
 - Q: Will Banner be notified. A: Yes.
 - Q: Hours of construction? A: Mon-Sat, 7AM-5PM, no engines running prior to 7AM.
 - Discussion: Agreed that parking will not be permitted on Goodale St.
 - Comment: Police will need contact number in case of vandalism.
 - Comment: Police will also require keys for any locks on fencing.
 - Comment: No trespassing signs should be clearly visible.
 - Q: What is initial construction start date? A: Estimated construction start mid-July

Chief Pauley: Requested onsite meeting where emergency contact numbers will be provided and emphasized need for pre-blast survey.

Municipal Light Dept.: Q: What is the light bulb warranty? A: 25 years? (needs confirmation).

DPW – John Westerling: Mr. Westerling suggested DPW personnel should avoid being onsite during hours of construction to avoid disputes in case questions about liability come up, however DPW will provide overall assistance.

Parks Commission: No questions.

Board of Selectmen: No issues. Mr. Rucho will bring up at next BOS meeting.

Planning Board (Larry Salate): Requested that materials which are to be reused are spread out in pine grove – Mr. Inderwish agreed to this.

CPC (Pat Crowley): CPC requires prominent sign indicating project is funded by CPA funds. **Action: Mr Crowley agreed to provide Mr. Inderwish with wording of signage.**

Special note – Building Inspector Mark Brodeur (not in attendance) provided comments via Email after meeting – see below:

“I have looked over the plan as best I could (prints a little small) and I don't see much for me. I would like to get a Building Permit Application to cover fences over 6 feet high, retaining walls greater than 4 feet, walkways for AAB compliance, any AAB parking and signage and of course Electrical.

I don't see any reason why we can't just lump the building stuff into one permit and the Electrical into one permit as well.”

- Mr. Inderwish then described the need for a Clerk of the Works to provide project oversight and serve as “our eyes and ears”:
 - Anticipated to be less than full time position.
 - One candidate has been identified – resume circulated to PFC.
 - Candidate was described as highly qualified and willing to provide service at reasonable rate.
 - Mr. Inderwish will follow-up with Town Administrator to clarify hiring process.
- Mr. Inderwish described the need to perform borings (12”) at the tennis and basketball courts
 - 6 cores on tennis courts, 3 cores on basketball courts.
- Considerable discussion took place over the question of could courts be reopened after boring operation – this can only be determined after inspecting the courts – **Action: John Westerling to inspect on June 14 and advise.**

Motion: By Parks Commission to close courts from June 11 through June 21 and to reopen pending review of Parks Commission. Motion was approved by Parks Commission.

Motion: Mr. Owanisian motion to approve additional \$2500 in boring funding was approved by Parks Facilities Committee.

Motion: Mr. Rucho made a motion to approve warning track design concept as specified in design drawing. Motion was approved by Parks Facilities Committee.

Motion: Mr. Owanisian moved to adopt court coloration as follows: Outer court – US Open Green, Inner court – US Open blue. Motion was approved by Parks Facilities Committee.

Motion: Accept all tennis related equipment as recommended by architect. Motion was approved by Parks Facilities Committee.

Motion: To accept/approve use of architect's recommended polycarbonate backboard and "Official Rim of NYC Parks. and Rec". Motion was approved by Parks Facilities Committee.

Motion: Reimburse Mr. Inderwish for \$248 related to expenses (supplies and materials) related to preparation for town meeting presentation. Motion was approved by Parks Facilities Committee . Mr. Inderwish and Mr. Crowley abstained.

- Mr. Westerling agreed to job office/meeting space within DPW facility.
- Project schedule will be published to all town departments.
- Earth removal permit is not applicable – no intention to remove material from area.
- Mr. Inderwish recommended PFC and Parks Commission review key sections of 400 page draft specifications.
- Proposed sewer connection for concession stand: Mr. Westerling indicated this will go out to bid.
- Next Meeting Date: PFC to meet at Town Hall at 7PM on June 15 – Approval of plans is key agenda item.
- Meeting was adjourned at 9:34PM