

ROUTE 17 RECREATIONAL COMPLEX BUILDING COMMITTEE

Special Meeting

Thursday, January 3, 2019

Meeting Room, Buck Foreman Center

265 Main Street, Portland CT 06480

Present: Brian McCarthy, chair (call in); Anne Fischer, Sean Dwyer, Parks and Recreation Director (call in); Chris Donahue, Carl Johnson, Grounds Maintenance Supervisor, Ashley Majorowski, Land Use Administrator, Michael Susca, Jessica Labbadia, vice chair

Absent: Ben Srb (BOS), Michael Pelton (BOS), Carla MacKay, Patrick Farley, Jen Oliva (alternate), Joseph Aresco (alternate)

Others Present: Jim Tripp (BOS), Ralph Zampano (BOS)

Portland Little League: Jeff Arnold, April Graves, Bruce Graves, James Bolstridge, Don Agersola, Amanda Clark, Kevin Lawrence, Mike Riley

1. Call Meeting to Order

Vice Chair Jessica Labbadia called the special meeting to order at 7:04 p.m. in the First Floor Conference Room in Town Hall, located at 33 East Main Street, Portland, Connecticut.

2. Consider Potential Change Order

Ralph Zampano distributed a memorandum from Weston & Sampson dated December 13, 2018 regarding Change Order 1 (site work and subbase backfill), which described the excavation of unsuitable clay material and "the need to import new offsite materials to continue construction of the paved vehicle access/parking and pedestrian parkways." He also distributed a memo from Weston & Sampson, dated January 4, 2018, to Susan Bransfield, detailing Change Order 3.

Ralph Zampano reviewed the following change order items:

- Converting the ornamental fencing at the on top of the baseball field retaining wall to chain link fencing. (Item 3)
- Convert the individual asphalt roofs of the two concession building structures to a single asphalt roof structure that spans both structures, thus creating covered program/dining space beneath. (Item 4)
- Eliminate warning track material at baseball fields 1 and 2 and convert to loam fill and turf grass to match the remainder of the field. (Item 5)
- Eliminate scoreboard from the baseball field 1 (electrical conduit/wiring to remain in contract) – Item 6.
- Value engineering dugouts at baseball fields 1 and 2 with concrete modular unit (CMU) walls in lieu of prefabricated steel dugouts by Poligon Park Architecture (base bid). Item 7.

Ralph Zampano also noted the possibility of eliminating the sidewalk. He advised the committee to review the change order items and approve if acceptable.

There was a question about what constitutes substantial completion of park construction project contract (in order to then use grant money which cannot be used until contract is complete).

Chris Donahue made a motion to recommend proceeding with the changes as proposed in the January 4, 2018 change order memo (contingent on pricing). Second by Michael Susca. Vote unanimous. Motion carried.

3. Adjourn Meeting

The next meeting will be held on January 14, 2019.

Vice Chair Jessica Labbadia entertained a motion to adjourn. A motion to adjourn was made by Anne Fisher, second by Chris Donahue. Meeting adjourned at 8:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Jon D'Arpino".

Jon D'Arpino, Board Clerk
January 8, 2019

CC: Brian McCarthy, Ashley Majorowski, Jessica Labbadia