



# YARMOUTH SCHOOL DEPARTMENT

Empowering all students

Shanna H. Crofton  
Superintendent of Schools

Sonia L. Croft  
Director of Instructional Support

Heather A. Manchester, Ed.D.  
Assistant Superintendent for Teaching & Learning

Zak A. Harding  
Director of Business Services

**July 9, 2026**  
**Yarmouth School Committee**  
**7:00 p.m. Regular Meeting**  
**Log Cabin**  
**Zoom link:**

<https://us02web.zoom.us/j/86768471036?pwd=OgPajHKMGIXDZManusbe5uetmtGHC2.1>

## Minutes of the Meeting

### I. Call to Order and Pledge of Allegiance

#### Roll Call

|                                                     |                                                       |                                                            |
|-----------------------------------------------------|-------------------------------------------------------|------------------------------------------------------------|
| <input checked="" type="checkbox"/> Emily Bryson    | <input checked="" type="checkbox"/> Tom McGintee      | <input checked="" type="checkbox"/> Shanna Crofton         |
| <input checked="" type="checkbox"/> Chelsea Delorme | <input checked="" type="checkbox"/> Sarah Olivares    | <input checked="" type="checkbox"/> Elise Garcia de Reynal |
| <input checked="" type="checkbox"/> Anne Fleming    | <input checked="" type="checkbox"/> Christina Patrick | <input checked="" type="checkbox"/> Graham Anton (virtual) |
| <input type="checkbox"/> A Kellie Hall              |                                                       |                                                            |

### II. Agenda Adjustments

### III. Recognitions

*Athletic Director Sarah Holmes was on hand with coaches and athletes who earned state champion status during the spring sports season. This is a tradition we have held for many years, recognizing students who win state-level competitions in athletics, drama, music, robotics, speech & debate, etc.*

- a. Boys' Tennis State Champions and Sportsmanship Award
- b. Girls' Track State Champions
- c. Individual State Champions
  - i. 100 Meter – Miah Jacobs
  - ii. 4/100 Meter Relay – Miah Jacobs, Lilah Pernal, Abby Noble, Hayden Aines
  - iii. Long Jump – Hayden Aines
  - iv. Discus and Javelin – Ella Cameron
- d. High School Quiz Show State Champions

*Sarah Wilson, YSD Quiz Show coach, states that after coming in second place in Season 8 of High School Quiz Show - Maine, the Yarmouth High School Quiz Show team was determined to make it back to the championship. After dominant wins in each round leading up to the championship, Elise Garcia de Reynal (11), Kevin Carr (12), James Gerber (11), Sebastian Silver (12), Crosby Ney (11), and Shad Schumacher (11) came prepared for tough questions and fast buzzing. While the first two rounds of the game were close, Yarmouth pulled away in the Category round, sweeping both of their chosen categories. While Bangor made a*



*valiant effort in the Lightning Round, there just wasn't enough time to catch up to Yarmouth's lead. For the first time ever and in only our fourth appearance on the show, the Yarmouth team took home the \$1000 grand prize! With part of our winnings, we donated to the YHS Class of 2026 Project Graduation to sponsor a senior student to attend the event.*

#### IV. Approval of Minutes

A School Committee meeting was held on June 12, 2026, at 8:00 a.m. at the Superintendent's Office.

##### I. Call to Order and Pledge of Allegiance

###### Roll Call

|                              |                                |                                     |
|------------------------------|--------------------------------|-------------------------------------|
| <u>  x  </u> Emily Bryson    | <u>  x  </u> Tom McGintee      | <u>  x  </u> Shanna Crofton         |
| <u>  x  </u> Chelsea Delorme | <u>  x  </u> Sarah Olivares    | <u>  x  </u> Elise Garcia de Reynal |
| <u>  x  </u> Anne Fleming    | <u>  x  </u> Christina Patrick | <u>  x  </u> Graham Anton           |
| <u>  x  </u> Kellie Hall     |                                |                                     |

##### II. Agenda Adjustments

##### III. Swearing in of New Members

##### IV. Election of Officers

###### A. Election of Chair

Motion Christina Patrick to appoint Sarah Olivares to the position of Chair for the 2026-2027 school year.

Second Emily Bryson. Vote 6-0. Student Vote 2-0.

###### B. Election of Vice Chair

Motion Kelli Hall to appoint Christina Patrick to the position of Vice Chair for the 2026-2027 school year. Second Anne Fleming. Vote 6-0. Student Vote 2-0.

##### V. Approval of Minutes

A School Committee was held on May 28, 2026 at 7:00 p.m. at the Log Cabin.

Motion: Christina Patrick to approve the May 28, 2026, School Committee minutes as presented.

Second: Anne Fleming Vote: 5-0-1. Student Vote: 1-0.

##### VI. Reports

- a. Chairperson – Sarah Olivares
- b. Superintendent – Andrew Dolloff
- f. Other Committees or Liaisons

##### VII. Public Comment

##### VIII. Unfinished Business

IX. New Business

- a. Overview of the 2026-2027 School Committee Calendar
- b. Overview of the School Committee Standing Committees, Advisory Committees, and Liaisons
- c. School Committee Training
- d. Appointment of Instructional Personnel for the 2026-2027 school year
  - i. Shannon Reynolds, Grade 2 Teacher (one-year position), YES  
Motion Anne Fleming to approve hiring Shannon Reynolds as a Grade 2 Teacher at YES for a one year position beginning in the 2026-2027 school year.  
Second Christina Patrick . Vote 7-0 . Student Vote 1-0 .

X. Adjournment

Meeting adjourned at 8:29 a.m.

**Motion: Anne Fleming to approve the June 12, 2026, School Committee minutes as presented.**

**Second: Emily Bryson Vote: 6-0 . Student Vote: 2-0 .**

V. Reports

- a. Chairperson – Sarah Olivares
- b. Superintendent – Shanna Crofton
- c. Finance Committee – Anne Fleming
- d. Policy Committee – Sarah Olivares
- e. Mission Committee – Kellie Hall (no June meeting)
- f. Other Committees or Liaisons
- g. Student Senate – Elise Garcia de Reynal and Graham Anton

VI. Public Comment

VII. Unfinished Business

- a. Consideration of Facilities Upgrades
  - i. High School Athletic Complex
  - ii. YES & HMS School Playgrounds

*On May 14, Dr. Dolloff presented the School Committee with his recommendations for addressing facilities concerns at the YHS athletic complex and the HMS and YES playgrounds. His report is included at the end of this packet. This evening, we will hear from consultants who worked with YSD planning teams on each of these proposals as we seek approval to work with the Town Council to develop a bond project which will – hopefully- be taken to the voters in November. In reviewing the latest draft of the proposal from Activitas, we believe there should be an adjustment made to the original recommendation, and the total project cost should be \$3,143,475. With approximately \$1.1 million held in reserve for this project, the bonded amount would be approximately \$2,050,000.*

**Motion Emily Bryson to recommend that the Town Council seek approval of the bond project in the amount of \$2,050,000 for upgrades to the High School track and turf field and playground at Harrison Middle School and Yarmouth Elementary School.**

**Second: Chelsea DeLorme . Vote: 6-0 . Student Vote: 2-0 .**

V. Unfinished Business (con'd)

- b. Consideration of Policy BEDH – Public Participation at School Committee Meetings for a second reading.

*Best practice requires us to ensure that our policy and practice are aligned with recent court decisions. Our existing policy is aligned with these standards, and adjustments are recommended to further clarify opportunities for public participation. Most notably, the policy now defines how written testimony may be submitted, limits the public comment period to 30 minutes, identifies a designated location for speakers, defines indecent and obscene language, and clarifies that no comments – positive or negative – may be made about employees during this portion of the agenda.*

**Public Participation at School Committee Meetings**

NEPN/NSBA Code: BEDH

The primary purpose of School Committee meetings is to conduct the business of the School Committee related to Committee policies, programs, and operations. All regular, special, and emergency meetings of the School Committee are open to the public. The public is cordially invited to attend and participate in School Committee meetings as provided in this policy. The School Committee encourages residents and taxpayers of Yarmouth to attend School Committee meetings so that they may become acquainted with the operations and programs of the schools.

An agenda with supporting documentation shall be published in advance of each meeting in accordance with School Committee policy. Copies will be posted and/or available prior to regular meetings, at the Superintendent's Office, and on the School Department's website. Anyone desiring additional information about an agenda item should direct such inquiries to the Office of the Superintendent.

This policy applies only to meetings of the full School Committee, not to meetings of School Committee subcommittees. Opportunity for public participation at School Committee subcommittee meetings is not required but may be permitted in accordance with the School Committee's policy and/or rules pertaining to the operations of subcommittees.

Although School Committee meetings are not public forums, the School Committee recognizes the value of public comments on school and educational matters.

At special, emergency, or workshop meetings, public comments will be limited to the topic(s) of the particular meeting.

In addition to speaking during the designated public comment portion of the agenda at regular School Committee meetings, members of the public are welcome to submit written comments on school and educational matters, whether on the agenda or not, to the School Committee and Superintendent. Written testimony submitted to the School Committee will not be read aloud during public comment.

To permit fair, orderly, and inclusive expression of public comments at business meetings while still allowing the Committee to conduct its business efficiently, the Committee has established the following procedure for regular business meetings.

1. The School Committee will include a public comment period, not to exceed 30 minutes, on the agenda of its regular business meetings. Individuals will be given equal amounts of time to speak during the public comment period and may speak once, ~~and are~~ limited to a maximum of three (3) minutes at each meeting. Individuals may not relinquish a portion of their allotted time to another speaker. The length of the public comment period and the time limits in this paragraph may be modified at a particular meeting at the discretion of the Chair.
2. The School Committee will hear public comments from residents and taxpayers of Yarmouth, as well as parents/guardians, students, and employees of the Yarmouth Schools first. If there is time remaining in the public comment period once all residents and taxpayers of Yarmouth as well as parents/guardians, students, and employees of the Yarmouth Schools have had the opportunity to speak, the Chair will permit comments from non-residents ~~others~~. Individuals who wish to speak may be required to fill out a sign-in form and review a copy of this policy. Each individual will be required to state their name and town/city of residence before beginning their remarks.
3. In order to make efficient use of meeting time, the Committee requests that groups or organizations be represented by designated spokespersons.
4. Individuals shall remain at the position designated for public comment during their allotted time for comment. Speakers will not approach the Committee or move elsewhere around the room during their comment period.
5. The Committee Chair is responsible for ensuring the orderly conduct of School Committee meetings and for ensuring compliance with this policy, including the following rules of order:
  - a. Speakers will be recognized by the Committee Chair, and comments should be addressed to the Committee Chair. Requests for information or concerns that require further research may be referred to the superintendent for further action, if necessary.
  - b. Speakers should not expect that the School Committee or administration will respond to questions or comments during the meeting.
  - c. Speakers are expected to follow rules of common etiquette and decorum for the forum – a school business meeting at which students may be present – and are required to refrain from (i) using indecent and/or obscene language, (ii) engaging in disruptive conduct, including but not limited to inciting criminal conduct, shouting, threatening others using words or by other actions, making defamatory comments including refraining from using vulgar and/or obscene language, yelling, threatening others using words or by other actions, making defamatory comments, or otherwise engaging in any activity that disrupts orderly meeting progress. Examples of disruptive conduct include, but are not limited to, exceeding the allotted time limits, talking over or interrupting others, offering repetitive comments, and offering comments on matters unrelated to the school unit's programs, policies, or operations.

Indecent – the remark is uttered before 10:00 p.m. and describes or depicts sexual or excretory activities or organs in a patently offensive manner as measured by contemporary community standards.

Obscene – the remark appeals to the prurient (i.e., shameful, morbid, or unwholesome fascination with sex, nudity, or excretory functions) interest; depicts or describes sexual conduct in a patently offensive way; and, taken as a whole, lacks serious literary, artistic, political or scientific value.

- d. Discussion of personnel matters is not permitted during the public comment period due to the privacy, confidentiality, and due process rights of school unit employees. For purposes of this policy, “discussion of a personnel matter” means any discussion, whether positive or negative, of job performance or conduct of a school unit employee, ~~including complaints or positive/complimentary comments about them.~~
- e. Discussion of matters involving individual students is also not permitted during the public comment period due to the privacy, confidentiality, and due process rights of the school unit’s students.
- f. Any concerns about personnel matters and/or student matters should be directed to the Superintendent or another appropriate administrator outside of School Committee meetings so that they can be addressed through an alternative channel and in a manner consistent with privacy, confidentiality, and due process rights of the individuals involved.
- g. The Committee Chair will stop any public comment that is contrary to these rules.
- h. Individuals who disrupt a School Committee meeting may be asked to leave to allow the School Committee to conduct its business in an orderly manner. The Committee Chair may request the assistance of law enforcement if necessary to address disruptions or safety concerns.

Legal Reference:

20-A MRSA § 1001(20)

20-A MRSA § 6101

1 MRSA § 405

Cross Reference:

BE – School Board Meetings

BEC – Executive Session

BEDA – Notification of School Committee Meetings

BEDB – Agenda

BEDB-R – Agenda Format

BEDD – Rules of Order

KE – Public Concerns and Complaints

Adopted: Prior to 1982

Revised: May 11, 1992, June 8, 1992, December 13, 1993, February 27, 2001, January 13, 2005, November 1, 2011, December 8, 2011, April 9, 2020, January 12, 2023, November 9, 2023

**Motion: Anne Fleming to approve for a second reading Policy BEDH – Public Participation at School Committee Meetings.**

**Second: Tom McGintee . Vote: 6-0 . Student Vote: 2-0 .**

VIII. New Business

a. Consideration of the disposal of EV buses

*It is recommended that the School Committee authorize the administration to dispose of two (2) Lion EV school buses via an advertised public bid, pursuant to District Policy.*

*While the district remains committed to exploring efficient transportation solutions, these particular vehicles have become an operational and financial liability. They have been unroadworthy for over a year and a half, and we face insurmountable hurdles in bringing them back into service. Specifically, there are no licensed service locations within a reasonable distance to perform necessary specialized maintenance. Furthermore, the manufacturer has voided the warranty on all parts and service for vehicles in America, meaning any future repair attempts would bear a high cost entirely at the district's expense.*

*Fortunately, there is no direct negative impact on our local capital budget. These vehicles were originally acquired using State funds through the approved bus replacement process. By utilizing an advertised public bid process, we ensure compliance with district policy, maintain total transparency, and successfully clear non-functional assets from our inventory.*

**Motion: Anne Fleming to approve the disposal of EV buses.**

**Second: Tom McGintee . Vote: 6-0 . Student Vote: 2-0 .**

b. Consideration of Planet Fitness equipment donation to the YHS weight room

*Brian Cassagio, the Director of Operations for the Planet Fitness locations on the Maine Coast reached out to let us know that Planet Fitness regularly updates its fitness equipment. When this happens, they like to donate their used equipment to community organizations, schools, and fire departments whenever possible. The Falmouth location will be replacing equipment this summer and is interested in donating some of it to our weight room. Sarah Holmes was able to go over the available equipment with Cheryl Lambert, one of our PE teachers, David Enos, our athletic trainer, and our strength coach, to determine which equipment we would use. We were able to inspect the items and have landed on the attached list with replacement costs that will be donated.*

Seated Leg Press - \$5214  
Seated Leg Extension - \$3321  
Seated Leg Curl - \$3458  
Decline Bench - \$954  
Free Weight Rack (w/weights) - \$3270  
Sci Fit Machine - \$5144  
ClimbMill - \$5488

**Motion: Anne Fleming to approve the Planet Fitness donation of weight room equipment with a replacement cost of \$26,849 to Yarmouth High School.**

**Second: Tom McGintee . Vote: 6-0 . Student Vote: 2-0 .**

c. Assignment of School Committee Sub-Committees and Liaisons

*Policy BDB – School Committee Organization and Officers states that the Chairperson, with the approval of the School Committee, will appoint members of standing committees and serve as an ex-officio member of each. After consultation with each of you, Sarah is proposing membership for each standing committee, as well as liaisons to other groups, as follows:*

|                                                      |                                                   |
|------------------------------------------------------|---------------------------------------------------|
| <b>Policy Committee</b><br>Christina, Emily, Chelsea | <b>Finance Committee</b><br>Tom, Anne, Christina  |
| <b>Mission</b><br>Kellie, Anne, Chelsea              | <b>Wellness Committee</b><br>Kellie               |
| <b>Yarmouth Alumni Association</b><br>Anne           | <b>Yarmouth Education Foundation</b><br>Christina |
| <b>Yarmouth Climate Action Board</b><br>Tom          | <b>CTE/PATHS Advisory</b><br>Kellie               |
| <b>Yarmouth Comprehensive Planning</b><br>Emily      | <b>SC Student Liaison Mentor</b><br>Anne          |
| <b>PreK-8 PTO</b><br>Chelsea                         |                                                   |

**Motion Emily Bryson to approve membership of the School Committee’s standing committees for the 2026-2027 school year as presented.**

**Second Christina Patrick . Vote: 6-0 . Student Vote: 2-0.**

d. Consideration of Workshop Topics for 2026-2027

*Each year, the School Committee identifies topics it would like to discuss in greater depth at workshop meetings throughout the year. We will identify topics this evening – and provide members with the opportunity to make further requests over the next few weeks. The superintendent will gather ideas from the leadership team and propose a schedule for the year and field questions for each topic as the meetings appear on the calendar.*

e. ~~Approval of Apple Lease Purchase Agreement~~ Device Update

**EXHIBIT C**



RESOLUTION NO. 2026-1 OF Town of Yarmouth, A Municipal School Unit Acting by and Through its School Committee

AUTHORIZING AND APPROVING THE EXECUTION AND DELIVERY  
OF A MASTER LEASE PURCHASE AGREEMENT;  
AND APPROVING THE EXECUTION AND DELIVERY OF  
SCHEDULE NO. 6 TO THE MASTER LEASE PURCHASE AGREEMENT

WHEREAS, the Town of Yarmouth, A Municipal School Unit Acting by and Through its School Committee (the "School District"), is authorized by the laws of the state of Maine (the "State") to enter into a lease purchase agreement in order to acquire personal property equipment and other property for governmental or proprietary purposes; and

WHEREAS, the School District has an immediate need to acquire and finance certain computer equipment, software, maintenance, and support services as applicable, which are more fully described on Exhibit A hereto (the "Equipment"); and

WHEREAS, in order to finance the costs of acquiring the Equipment, the School District desires to execute and deliver the Master Lease Purchase Agreement with Apple Inc. (the "Master Lease") and Schedule No. 6 thereto, which together constitute the "Lease"; and

WHEREAS, all acts, conditions and things required by the Constitution and laws of the State, and requirements of the School District, to happen, exist and be performed precedent to, and as a condition of, the adoption of this Resolution have happened, exist and have been performed in the time and manner required to make this Resolution and the Master Lease and Lease valid and binding obligations of the School District.

NOW, THEREFORE, IT IS RESOLVED BY THE YARMOUTH SCHOOL COMMITTEE AS FOLLOWS:

Section 1. The School District hereby authorizes and approves the execution and delivery of the Master Lease;

Section 2. The School District hereby authorizes and approves the execution and delivery of Schedule No. 6 to the Master Lease in an amount not to exceed \$1,266,270.00 for the purpose of financing the costs of the acquisition and installation of the Project;

Section 3. The persons of the School District listed below (each an " Authorized Officer") are each hereby authorized and empowered, for and on behalf of the School District, to execute, with such changes therein and modifications thereto as may be approved by the Authorized Officer executing the same, together with any contracts or agreements and certificates and other documents necessary or appropriate in connection therewith, as approved by such Authorized Officer, which approval will be conclusively evidenced by such Authorized Officer's execution and delivery thereof:

| Name           | Title                     |
|----------------|---------------------------|
| Shanna Crofton | Superintendent of Schools |
|                |                           |

|  |  |
|--|--|
|  |  |
|--|--|

Section 4. The Authorized Officers are each hereby authorized and empowered, for and on behalf of the School District, to take such actions and execute, or attest, as the case may be, and deliver, such instruments, agreements and certificates as may be necessary or appropriate to consummate the transactions authorized and approved hereby.

Section 5. The appropriate officials and employees of the School District are authorized and directed to take all such actions as may be necessary and appropriate to carry out and perform the School District's obligations and agreements pursuant thereto.

Section 6. All actions of the officers, agents and employees of the School District whether heretofore or hereafter taken that are in conformity with the purposes and intent of the foregoing resolutions be, and the same are hereby, in all respects, authorized, approved, ratified and confirmed.

PASSED AND ADOPTED BY THE Yarmouth School Committee] ON July 9, 2026.

Signatory Attest: \_\_\_\_\_  
District Clerk Date:

#### IX. Adjournment

Meeting adjourned at 9:22 pm

Secretary: Shanna Crofton

Recording Secretary: Jill Pettengill

TO: Yarmouth School Committee  
FROM: Andrew Dolloff, Superintendent  
RE: YHS Turf Field and Synthetic Track, HMS and YES Playgrounds  
DATE: May 6, 2026

I am pleased to present this report outlining the recommended solutions for the facilities' needs at the Yarmouth High School athletic complex (Part I) and the playgrounds at Yarmouth Elementary School and Frank Harrison Middle School (Part II). As you know, these have been ongoing discussions for the past two years, as the existing artificial turf field and synthetic track surface are beyond their expected lifespans and in need of replacement, and the YES and HMS playgrounds require safety and accessibility considerations.

**Part I: Yarmouth High School Artificial Turf and Synthetic Track**

For some historical perspective, please be aware of the following timeline:

2001: Installation of the first Artificial Turf Field and Synthetic Track at YHS, including lights (Turf 1). The total project cost at that time was \$1.7 million.



*As shown in this 2001 photo, the lighting, track, and artificial turf field were all installed as part of a single project. The bleachers were added in 2005 as a result of the "Our House" project.*

*An interesting side note: The Army National Guard installed the light poles, as reported by the Portland Press Herald in 2001.*

2005: Our House campaign results in the installation of bleachers at a cost of \$224,000, of which all but \$59,000 was funded through private fundraising. \$53,000 came from Town reserves, and \$6,000 was covered by YHS Athletic gate receipts.

2013: Installation of the second Artificial Turf Field at YHS (Turf 2) and repair and resurfacing of the synthetic track. Total project cost: \$1.5 million, approved by voters at referendum.

*The 2013 repair and replacement project included a new artificial turf surface and resurfacing of the synthetic track (not a total replacement).*



**Note:** At the time of the installation of Turf 2, the Town and School Department entered into an agreement in which YSD took over ownership of the complex (See Appendix 1: Turf Management Plan 2012) with the understanding that the School Department would maintain a flat budget amount for Debt Service, setting aside the difference between the budgeted amount and the required payment each year in an effort to build a reserve account for the installation of Turf 3. That strategy has yielded \$1.1 million to be applied to this project (See Appendix 2: Turf Funding Plan 2012).

2013-2025: Minor repairs to various locations of both the track and the field surfaces.

2025: Maine Track and Tennis provided a quote of \$350,000, not including new asphalt, disposal, etc., to replace the synthetic track. Consultants would not offer a resurfacing option due to the condition of the track's subsurface.

2026: Formation of Track and Artificial Turf Study Group to consider options for repairing or replacing Turf 2 and the synthetic track.

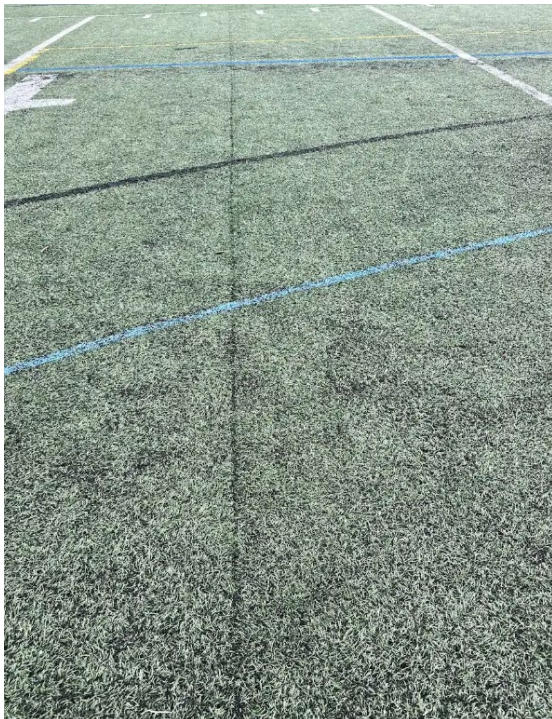
As the current track and field systems have been used beyond their 10-year life expectancy, more frequent repair requests have occurred. The “carpet” (for lack of a better term) has begun to wear down, with frays, tears, and a thread-worn appearance appearing in many areas. Aging of the track surface has resulted in bubbling and tears that have required repair and indicate the need for a full replacement of the track system (surface and substratum).



## Artificial Turf Field



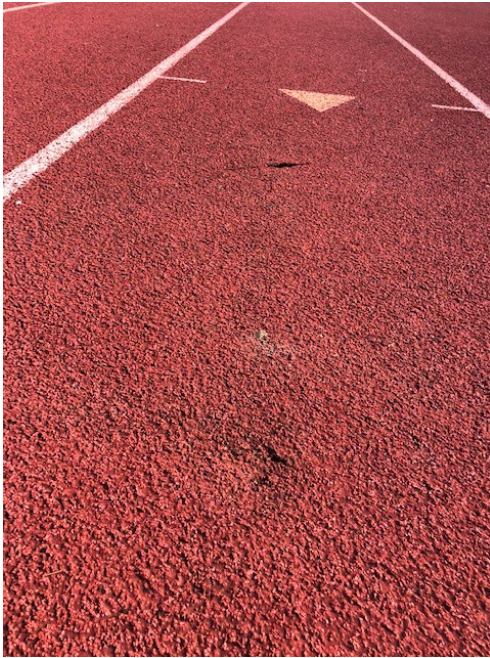
*The 2026 photos to the left and below illustrate many tears that have developed over the past five years. While photos can't quite show the full extent of the damage, the tear in the photo to the left extends toward the lower right and left center of the picture, creating a "flap" that is disruptive to lay and potentially dangerous to athletes.*



*Along with tears in the general playing surface, seams that hold the "carpet" together begin to show more wear and separation over time. This major seam across the main portion of the field is typical of the breakdown observed after a dozen years of use. These seams are visible in several locations across the field.*

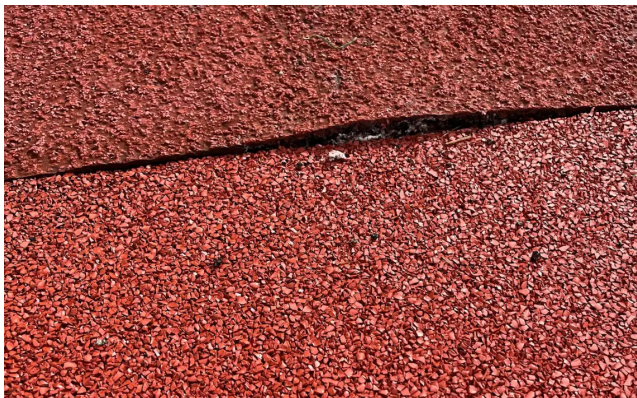
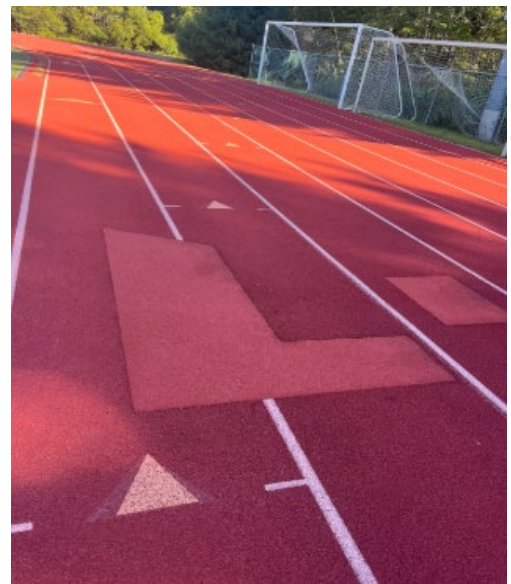


## Synthetic Track



*This photo from 2025 shows significant delamination and indicates softening of the asphalt and base layer of the track.*

*Over the past 5 years, several significant repairs have been made to the track surface. This photo from 2025 shows areas where the track has been cut and new rubber laid over the existing asphalt. Consultants indicate this is no longer a sustainable approach, as the asphalt and base layer beneath have broken down over the past two decades and require full replacement.*



*This 2026 photo provides a close-up view of a long tear in the track's surface; one of many that have appeared over time.*

In the fall of 2025, the School Committee created the Track and Artificial Turf Study Group, charging the group as follows:

*This group will be charged with studying the costs and benefits of various field surface solutions, including environmental, health, and financial impacts. The group will work with the district's consultant to make recommendations to the Superintendent and then to the School Committee, with the understanding that the School Committee retains authority to select the desired surface and determine the timeline for voter approval and installation.*

The group was composed of the following members:

Two (2) School Committee members

- Tom McGintee and Emily Bryson, Chairperson of the Study Group

The Director of Business Operations

- Zak Harding

The Director of Facilities

- Bruce Bickford

The Athletic Director

- Sarah Holmes

The Director of Community Services

- Karyn MacNeill

Four (4) Varsity Coaches of programs that use the Track and Turf complex

- Dorothy Holt (Lacrosse)
- Nick Orsi (Football)
- Bre Page (Field Hockey)
- Josh Hontz (Outdoor Track and Field)

Two (2) Parents of high school athletes who use the Track and Turf complex

- Angela Naveschuk and Paul Lattanzi

Two (2) Athletes who compete on the Track and Turf complex

- Miah Jacobs and Matt LeBlanc

One (1) Representative from the Yarmouth Climate Action Board

- David Ertz

The group met monthly during January, February, and March. Each time, the group was joined by consultants from Activitas Inc., a specialized firm focusing on planning, landscape architecture, civil engineering, and athletic facility design with offices in Greater Boston and Gorham, Maine. (Activitas installed Turf 2 at the YSH complex in 2013.)

On pages 6-9 of this memo, I am pleased to present the Track and Artificial Turf Study Group's report, including their recommended solution for the replacement of the athletic surface systems at YHS. Following the Study Group's report, I have provided my own research and recommendations for the School Committee's consideration.

# **Yarmouth High School Track and Turf Replacement**

## **Study Group Project Recommendations**

March 14, 2026

The Yarmouth High School Track and Turf Working Group reviewed the condition of the existing facility and evaluated design recommendations presented by the project consultants. The group consisted of coaches, athletes, parents, school staff, members of the School Committee and a member of the Yarmouth Climate Action Board. The original recommendation provided by Activitas totaled \$2,985,688.93. Throughout the process, the working group carefully considered the budget and financial impact on the Town. As a result, the current proposal has been reduced to \$2,584,864.90.

After careful discussion and review, the working group reached consensus on the following recommendations for the replacement and improvement of the track and field complex.

---

### **Consideration of Natural Grass Field**

The working group carefully evaluated the option of converting the field to a natural grass surface and determined that it is not a viable alternative. The current field supports approximately 1,000 hours of use annually, including school, community, and recreational programming, while a natural grass field in Maine can typically support no more than 360 hours per year. Meeting current demand would require the construction of at least two additional grass fields. This would increase project costs by approximately \$917,000, excluding any costs associated with land acquisition and construction of additional fields. Furthermore, annual maintenance costs for a natural grass field are estimated at approximately \$40,000, versus the annual maintenance cost of less than \$500 for the turf field maintenance. Given the significant limitations in field usage and the substantially higher capital and ongoing costs, the working group does not recommend conversion to a natural grass field.

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### **Replacement of the Synthetic Turf Field**

#### **Recommendation:**

The working group recommends a full replacement of the existing turf field. Activitas did the previous carpet work on the track in 2013. It came with an 8-year warranty. The field is now in year 13 of its usable life, beyond the original warranty period.

#### **Key elements to include:**

- Installation of a new multi-use synthetic turf system using dual fiber turf material and maintaining thatch.
- Will maintain existing lines and size designed to support:
  - Football
  - Soccer
  - Boys' and girls' lacrosse
  - Field hockey
- These choices were made for their durability, safety, and the experience of the sports played on the field
- We can reuse our pad as it has a 25-year warranty which will not be impacted by the replacement of the carpet.



- The working group evaluated multiple turf types, including slit film, monofilament, and dual fiber systems. Dual fiber turf, which combines slit film and monofilament fibers, was selected due to its durability and performance across multiple sports. The existing field utilizes dual fiber turf and has performed well, supporting a positive experience for athletes.
  - There was also discussion regarding thatch versus non-thatch systems. Thatch is designed to help stabilize and retain infill. The current field includes thatch, and feedback from coaches and players indicates a strong preference for its performance. Based on this feedback, the working group recommends maintaining consistency with a thatch-based system in the new field.
- 

### Turf Infill System

#### Recommendation:

The working group is recommending an infill of Sand and Crumb Rubber.

#### Points to cover:

- Crumb rubber is made from recycled tires; it creates a cushioned feel to the Turf and is the least expensive infill.
- This is our current infill and the surface has performed very well.
- Based on discussion with the working group member representing the Yarmouth Climate Action Plan, this option was identified as one of the more environmentally responsible choices currently available.
- There were multiple options for infill; factors that were considered were their susceptibility to extreme temperatures (freezing or melting), as well as their impact on the sports played on the field.

Brock Infill was discussed at length; it is an infill made from sustainably grown softwood trees. However, it would cost an additional \$32,837.38, and in discussion with the representative from the Yarmouth Climate Action Plan, he felt the recycled tires are the more sustainable option. The working group also discussed concerns related to PFAS. While PFAS has been identified in some turf systems, it was determined that this was historically associated with a lubricant previously used in turf manufacturing. This is no longer part of current turf systems and is not considered a present concern.

---

### Recycling and Repurposing of the Existing Turf

The working group recommends that the existing turf material be recycled or repurposed where possible as part of the field replacement process.

#### Specifically, the group supports:

- Recycling the majority of the existing turf through appropriate disposal or reclamation programs.
- Salvaging usable sections of the existing turf for community reuse, including potential installation in local batting cages or similar recreational facilities

This approach supports sustainability goals while allowing the district and community to extend the useful life of portions of the existing material.

---

### Full Reconstruction of the Running Track

The track's initial construction was in 2004. The asphalt below the mat is now more than 20 years old and needs to be replaced due to degradation. There are no major concerns with grading

or drainage. The project will include regrading the surface, removal of the existing asphalt, installation of new asphalt, and replacement of the track surface.

Recommendation:

Recommend complete reconstruction of the running track system.

Key components:

- Removal of existing track surface
- Replacement of the concrete base / structural pad
- Installation of a new track surface
- Final configuration:
  - 400-meter track
  - Eight-lane oval
  - Eight-lane straightaway

Complete reconstruction is recommended to ensure long-term durability, proper drainage, and compliance with current athletic standards.

The working group evaluated six track replacement options. The selected paved system is the most commonly used for high school facilities and represents the most cost-effective option. It has an average lifespan of approximately 25 years; the current track has reached year 22 of service.

---

### Improvements to Track and Field Event Areas

The working group recommends updating several track and field events to improve safety, usability, and compliance with competition standards.

Recommended improvements include:

#### Long Jump Facilities

- Construction of new long jump pits with sand catchers
- Appropriate runway length for training and competition

#### Pole Vault

- Installation of a dedicated pole vault runway
- Updated landing and event configuration

#### Shot Put

- Renovation of the shot-put throwing area to improve functionality and safety

#### Javelin

- Creation of a formalized javelin throwing area to support track and field programming

These improvements will allow the facility to better support both athletic practices and track and field competitions.

---

### Lighting Upgrade

The working group reviewed two options for the existing field lighting:

- Relamping existing lights (short-term solution)
- LED lighting retrofit (long-term investment)

Based on budgetary concerns the group recommends relamping current lights. A breakdown of the 25-year cost comparison between relamping and LED retrofit is outlined below:

- Relamp
  - Relamp, ballasts and capacitors = \$30,500
  - Relamp year 12 = \$40,025 (4% escalation each year)
  - Relamp year 24 = \$64,081 (4% escalation each year)

- Energy, maintenance and controls costs = \$331,362
  - Total = \$465,968 over 25 years
  - Retrofit LED
    - Retrofit installation = \$397,901.80
    - Energy, maintenance and controls costs = \$100,738
    - Total = \$498,639 over 25 years
- 

#### Estimated Project Cost

The preliminary opinion of probable project costs for the track and turf renovation is approximately: \$2.58 million

### **Superintendent's recommendation**

After receiving the Study Group's report, I sought to better understand the reasons behind their recommendations. I am confident the Study Group considered all relevant data, and I am comfortable supporting their recommendation, including one proposed component of the turf field that was not discussed in their report, which I will address in the following paragraph.

#### Turf field recommendation

The current turf field (Turf 2) has a "thatch" layer that helps retain the crumb rubber infill. This layer was necessary in 2013 when Turf 2 was installed. The consultants from Activitas do not feel it is as critical for the proposed field, as the improved synthetic fibers will prevent significant loss of infill. However, during discussions of the Study Group, it was clear that the preferred surfaces athletes play on are those that contain the thatch layer, as it improves retention of the infill and, therefore, provides a better, more consistent surface (in their experience). This cost is relatively small (approximately \$60,000) but is worth noting. While inclusion of the thatch layer will likely mean that Yarmouth's Turf 3 will remain a preferred surface for athletes for the next decade, our consultants believe the field would be just as functional and preferable without it. Therefore, I do not support the Study Group's recommendation to include the thatch layer for Turf 3 as presented. This is the only adjustment I would make to the field proposal.

#### Synthetic track recommendation

I recommend adopting the plan for the full replacement of the synthetic track. As shown in the pictures on page 3, the track – now two decades old – is breaking down beyond the depth of the rubberized surface, indicating that the substratum needs to be replaced. To continue using the track safely, resurfacing is required. To complete this work without replacing the base layer would be shortsighted and wasteful. To best ensure the track is safe for the next two decades, complete replacement is the wise move.

#### Lighting recommendation

Finally, I agree with the recommendation to relamp the existing lights rather than retrofit the facility with LED lighting. The projected additional energy and maintenance costs of \$32,671 over the next 25 years (\$1,307 annually) are not significant enough to justify the \$398,000 upfront cost in the first year (versus the \$30,500 relamping cost).

### Summary

I recommend that the School Committee adopt the Study Group's proposal for the replacement of the artificial turf field, with the exception of the thatch layer, the replacement of the synthetic track, and the relamping of the lighting fixtures, at an approximate projected cost of \$2.52 million.

### **Offsetting the overall cost with reserve funds**

As shown in Appendix 1, the School Department has been preparing for this project since 2012, when Turf 2 was installed, and YSD took over management of the facility (see Appendix 2). Because of the School Department's adherence to that plan, a reserve fund of just over \$1.08 million is on pace to offset a portion of these costs. This lowers the required bonded amount to \$1.44 million. A rough estimate of the annual payment is \$185,000 (10-year bond at 5% interest).

### **Planning for Turf 4**

The cyclical replacement of synthetic field surfaces requires intentional planning to avoid significant bond projects every 10-14 years. The Turf Funding Plan adopted in 2012 provides a good model for ensuring adequate funds are available when needed without causing major disruptions to school funding through local taxes. I propose that the School Department adopt a similar model in preparation for Turf 4, which will likely occur between 2038 and 2040.

Essentially, this plan would require the School Department to maintain the current budget line for existing debt service for the next 12-13 years. The table below illustrates the amount of money to be set aside each year by starting this practice in FY27, as provided in the Proposed FY27 School Department Budget.

| Fiscal Year | Scheduled Deb Service | Difference from FY27 |
|-------------|-----------------------|----------------------|
| 2027        | 2,451,132             | 16,590               |
| 2028        | 2,418,381             | 49,341               |
| 2029        | 2,387,627             | 80,094               |
| 2030        | 2,373,100             | 94,621               |
| 2031        | 2,383,611             | 84,110               |
| 2032        | 2,373,605             | 94,117               |
| 2033        | 2,351,299             | 116,422              |
| 2034        | 2,331,271             | 136,450              |
| 2035        | 2,330,217             | 137,504              |
| 2036        | 2,332,775             | 134,947              |
| 2037        | 2,334,550             | 133,172              |
| 2038        | 2,349,246             | 118,475              |
| 2039        | 2,359,070             | 108,651              |

This would result in a total contribution of \$1,304,495 to the reserve fund over 13 years. If the

turf project is financed for a ten-year period (the low-end life expectancy of the field), and the School Department is able to once again experience thirteen years of use with the system, the final two years, when no debt service is due on the field, budgeted funds of approximately \$400,000 could also be placed in the reserve fund. This would bring the total contribution to approximately \$1.7 million without increasing the debt service line in the budget in any year other than FY28, when the new field debt service takes effect.

This would likely allow the fourth generation of the field to be funded by the reserve line, with no additional debt required. The track would likely not need to be replaced at that time, although resurfacing (a much less expensive project) may occur at some point during Turf 4's projected lifespan.

### **Part II: Yarmouth Elementary School and Frank H. Harrison Middle School Playgrounds**

Playground structures and accessibility are important parts of the learning opportunities we provide for students. Appropriate play is critical to student development – physically, mentally, and socially. Over the past decade, the structures at Yarmouth Elementary School (YES) and Harrison Middle School (HMS) have begun to show wear and tear that require replacement.

For many years, playground maintenance throughout Yarmouth – including on School Department spaces – was the responsibility of the Town of Yarmouth, with little (or no) financial support from the schools. Over the past decade, the School Department (YSD) has become a more engaged partner in ensuring that playgrounds are safe, accessible, and appropriate for each grade level. This includes engagement in both the planning and design of the playgrounds and in funding each project.

Examples of YSD planning and funding of playground improvements include:

- Installation of the Grade 5 playground at YES (as part of the 2022 renovation)
- Installation of the PreK playground at Rowe School (2023)
- Upgrades to playground accessibility at YES (2023)
- Upgrades to the main playground at Rowe School (2025)

To provide safe, accessible play structures for students at YES and HMS, significant work is required. Most notably at YES, a complete overhaul of the main playground along McCartney Street is needed, as current structures are failing. Repairs are particularly problematic for playgrounds, as those repairs must meet industry safety standards, and older structures are no longer supported by manufacturers. While the layperson may believe a slide could be welded and sanded by our own maintenance crew or a certified professional, such repair does not meet industry standards, placing students at risk of injury.

To address needs at YES, school leadership joined with Yarmouth Community Services staff and sought input from playground design consultants to develop a plan to replace play structures that are at or beyond their life expectancy. This effort resulted in a complete makeover of the YES main playground, replacing failing swings, slides, and climbing

A sketch of the proposed layout for the YES playground is provided below. The total project cost for upgrades to the YES playground is estimated to be \$426,372. This will result in a new playground with a cohesive layout, accessible elements integrated with other structures, and greater accessibility for students with disabilities throughout the entire play area.

## Yarmouth Elementary School Playground Layout



## MAINE RECREATION & DESIGN

347 LUNT ROAD  
BRUNSWICK, ME

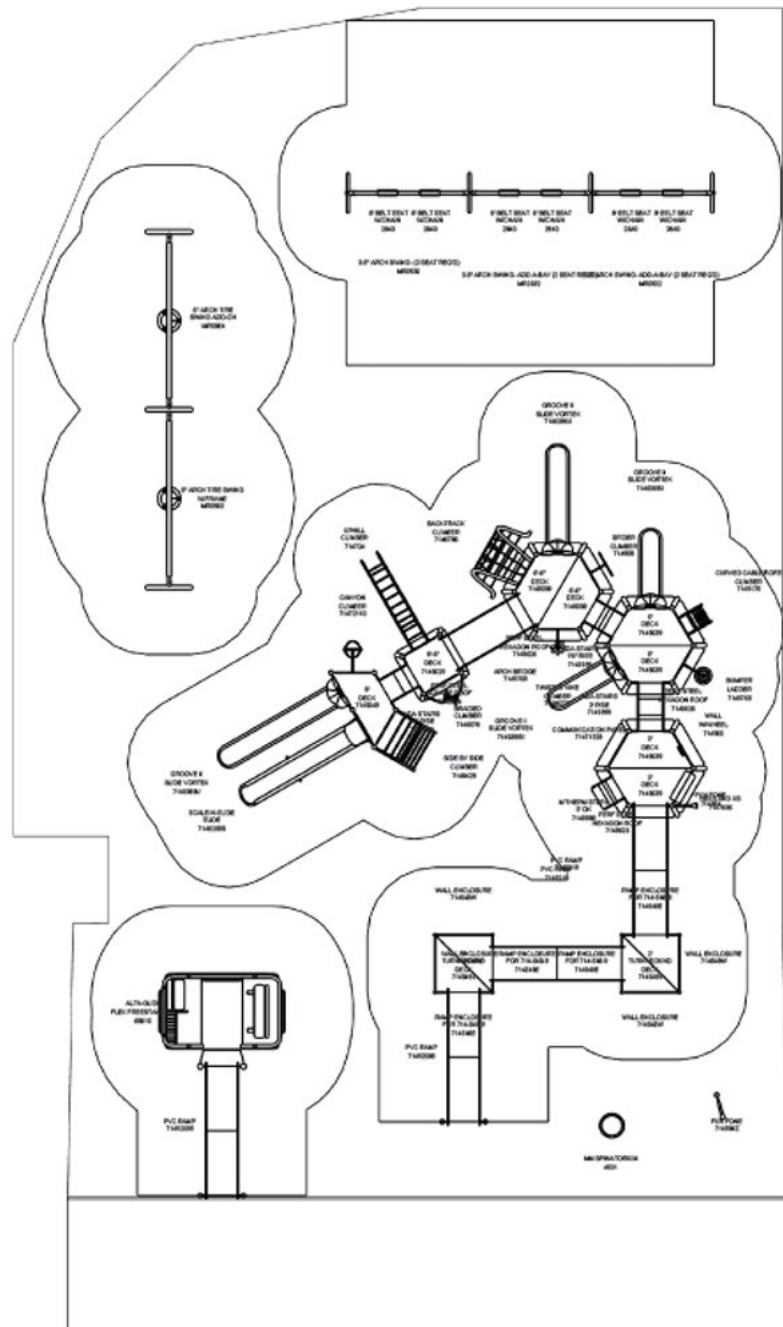
PHONE NO: Enter Phone No.  
FAX NO: Enter Fax number

GROUND SPACE: 54' x 95'-6"

PROTECTIVE AREA: 69' x 109'

DRAWN BY: Keenan Welzel

DATE: 06/16/2025





## Yarmouth Elementary School Playground Total Project Quote

|                                                                          |                                                                                                                                     |                                      |                     |              |
|--------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|---------------------|--------------|
| Quote                                                                    |                                                                                                                                     | <b>Maine Recreation &amp; Design</b> |                     |              |
|                                                                          |                                                                                                                                     | 347 Lunt Road<br>Brunswick, ME 04011 |                     |              |
| <b>Name/Address</b>                                                      |                                                                                                                                     | <b>Date</b>                          | <b>Quote No.</b>    |              |
| Yarmouth Elementary School<br>121 McCartney Street<br>Yarmouth, ME 04096 |                                                                                                                                     | 06/17/25                             | 51                  |              |
| <b>Item</b>                                                              | <b>Description</b>                                                                                                                  | <b>Quantity</b>                      | <b>Cost</b>         | <b>Total</b> |
| 003                                                                      | Playground Equipment Design #25006968                                                                                               | 1                                    | 205848.00           | 205,848.00   |
| 001                                                                      | Freight Charge Design #25006968                                                                                                     | 1                                    | 9,600.00            | 9,600.00     |
| 004                                                                      | Installation Charge Design #25006968                                                                                                | 1                                    | 63,893.50           | 63,893.50    |
| 005                                                                      | Off-Loading of Playground Equipment Design #25006968                                                                                | 1                                    | 1,500.00            | 1,500.00     |
| 013                                                                      | Removal of Existing Playground Equipment and Safety Surfacing                                                                       | 1                                    | 8,735.00            | 8,735.00     |
| 014                                                                      | Ground Preparation for Playground Turf (Includes Cutting Asphalt)                                                                   | 1                                    | 26,688.00           | 26,688.00    |
| 011                                                                      | Turf Playground Safety Surfacing 7,950 SF with 2" Brock Pad<br>Note: Poured in Place Surfacing Option at \$17.50 psf = \$139,125.00 | 7,950                                | 13.85               | 110,107.50   |
| <b>Total</b>                                                             |                                                                                                                                     |                                      | <b>\$426,372.00</b> |              |

To address concerns at Harrison Middle School, we propose expanding the play area and adding several pieces of equipment appropriate for students in grades 6-8.



Miracle Recreation Equip. Co.  
878 E. US Hwy 60  
Monett, MO 65708  
1-888-458-2752

QUOTE: OE26009378  
CUSTOMER: X401D04  
PROJECT: 26008172  
DESIGN NAME: Design 3 Frank  
Harrison Middle - Yarmouth

**Prepared For:**

ERIC WELZEL

MAINE RECREATION & DESIGN  
347 LUNT ROAD  
BRUNSWICK, ME 04011  
207-751-4323 Ext. (phone)

**Project Name & Location:**

Frank H Harrison Middle School  
(Yarmouth)

**Prepared by:**

MAINE RECREATION & DESIGN

Keenan Welzel  
347 LUNT ROAD  
BRUNSWICK, ME 04011  
207-729-9368 (phone)

**Ship To Address:**

Zac Wiest  
Yarmouth Community Services  
161 ~~McCartney~~ Street  
Yarmouth, ME 04096, USA  
(207) 749-0281 (phone)

**End User:**

Mandy Lewis  
Frank H. Harrison Middle  
School  
220 ~~McCartney~~ Street  
Yarmouth, ME 04096, USA  
+12078462499 (phone)

Quote Number: OE26009378  
Quote Date: 4/28/2026  
Valid For: 30 Days From Quote Date

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**PlayArea\_1**

Product line: ~~KidsChoice~~  
Age group: 5-12\_ASTM

**Global defaults**

|                    |       |
|--------------------|-------|
| Accent Climber     | GREEN |
| Accent Climber 01  | BLUE  |
| Accent Climber 02  | RED   |
| Accent Climber 03  | RED   |
| Accent Handhold    | GREEN |
| Clamp              | GREEN |
| Leg                | BLUE  |
| Post               | GREEN |
| Post - FS          | BLUE  |
| <del>Rockite</del> | RED   |
| Rope - Swing       | BLUE  |
| Swing Seat         | TAN   |
| <del>Toprail</del> | BLUE  |
| Touch Up Paint     |       |

**Components**

| Part Number | Description                                         | Qty  | Weight | Unit Price | Total    |
|-------------|-----------------------------------------------------|------|--------|------------|----------|
| 2740        | SWG PART THERAPEUTIC SWG SEAT W/CHAIN (8' TR)       | 1.00 | 135.00 | 1,680.00   | 1,680.00 |
| 2840        | SWG PART SLASH PROOF SEAT W/CHAIN (8' TR)           | 5.00 | 10.00  | 168.00     | 840.00   |
| 4541        | CROSSWAY CLIMBER LARGE                              | 1.00 | 445.00 | 7,741.00   | 7,741.00 |
| 4542        | CROSSWAY CLIMBER SMALL                              | 1.00 | 185.00 | 3,477.00   | 3,477.00 |
| 4549        | VECTOR PASS                                         | 1.00 | 455.00 | 7,000.00   | 7,000.00 |
| 714552      | 5" OD X 136" POST (3' TO 5' DKS)                    | 4.00 | 75.00  | 480.00     | 1,920.00 |
| 7146955     | CIRCLES CLIMBER ONLY                                | 1.00 | 130.00 | 2,292.00   | 2,292.00 |
| 925920Z     | TOUCH UP PAINT KIT - <u>FREESTANDING</u> (NO PRICE) | 1.00 | 0.00   | 0.00       | 0.00     |
| MR0930      | 3.5" ARCH SWING- (2 SEAT REQ'D)                     | 1.00 | 286.00 | 2,822.00   | 2,822.00 |
| MR0932      | 3.5" ARCH SWG- ADD-A-BAY (2 ST REQ'D)               | 2.00 | 179.00 | 1,694.00   | 3,388.00 |
| MR0938      | 3.5" MULTI-USER ARCH SWING                          | 1.00 | 375.00 | 4,587.00   | 4,587.00 |

**RiskSign Included**

Product line: Freestanding

Age group:

**Global defaults**

Post - FS

**Components**

| Part Number | Description                               | Qty  | Weight | Unit Price | Total |
|-------------|-------------------------------------------|------|--------|------------|-------|
| 787Z        | RISK MANAGEMENT SIGN - ENGLISH (NO PRICE) | 1.00 | 0.00   | 0.00       | 0.00  |

**Additional Items**

| Part Number  | Description                                       | Qty  | Weight | Unit Price | Total |
|--------------|---------------------------------------------------|------|--------|------------|-------|
| 105295       | BAG ZIPLOCK 12" X 14" X 4 <u>MIL</u> (OFFICE USE) | 1.00 | 0.00   | 0.00       | 0.00  |
| 925961       | THUMB DRIVE 2GB - MREC                            | 1.00 | 0.00   | 0.00       | 0.00  |
| INSTALL BOOK | INSTALL BOOK FOR PP ORDERS                        | 1.00 | 0.00   | 0.00       | 0.00  |

**Totals:**

Equipment Weight: 2,719.00 lbs  
 Equipment List: \$35,747.00  
 Equipment Price: \$35,747.00  
 Products Subtotal: \$35,747.00  
 Freight: \$2,190.97 Code: Needed  
 Installation: \$14,300.00  
 SubTotal: \$52,237.97  
**Grand Total: \$52,237.97**

The Quote for the HMS playground does not include sitework, which is estimated at \$55,000, bringing the projected total cost for this project to \$107,238.

## SUMMARY OF PROJECTED COSTS

|                                                                   |                    |
|-------------------------------------------------------------------|--------------------|
| Track, Turf and Lighting at Yarmouth High School Athletic Complex | \$2,524,865        |
| Playground at Yarmouth Elementary School                          | \$426,372          |
| Playground at Harrison Middle School                              | \$107,238          |
|                                                                   | <hr/>              |
|                                                                   | <b>\$3,058,475</b> |

Bonded for 10 years at 5%, the impact on debt service in the annual YSD operating budget will be \$389,280. This represents an increase on the overall operating budget of 0.9%.

## NEXT STEPS

I recommend that the School Committee deliberate on this recommendation and that they consider a motion to: ***Present to the Town Council a request for a Municipal Bond Project in the amount of \$3,068,475 for the purpose of upgrading the playgrounds at Yarmouth Elementary School and Frank Harrison Middle School and replacing the artificial turf, synthetic track, and outdoor lighting at the Yarmouth High School athletic complex.***

The Council will be encouraged to take action on this proposal, hopefully choosing to present the voters in town with a bond question in November, 2026.

### **Appendix 1: Turf Funding Plan 2012**

An advisory task force was established jointly by the Town Council and the School Committee for the purpose of making recommendations to the Town Council and Yarmouth School Committee regarding the following:

- a. Prioritization and cost identification of the most important project elements and identification of additional project aspects and amenities that may be reasonably excluded, deferred, or held for funding availability.
- b. A recommended budget, scope of services, and timeline for final engineering, design, cost estimating and bid and construction contract document development.
- c. Recommended practices and budget for construction contract supervision and administration.
- d. Recommended financing terms and conditions, subject to a referendum approval to be submitted to the citizens of Yarmouth not prior to November, 2012
- e. Recommended use and management policies for maximum sustainable use and beneficial return to the Town and athletes from the facility.
- f. Recommended future maintenance and capital re-investment practices to be adopted by the Town Council and/or School Committee
- g. Other related concerns and considerations as the Task Force may identify and recommend.

While the advisory task force recommended that debt service payments for the \$1.5 million bond that was approved by the Yarmouth voters in November, 2012 will be carried on the town side, the group also recommended that a reserve fund be established by the school department and contributions be made to that fund such that adequate funds will be available for the third cycle of turf renovations/replacement.

Specifically, the School Committee will pledge (and the Town Council will require) that beginning in FY 14 the School Committee annually budget a contribution to a capital reserve to be established for future repairs, replacements and improvements to the facility (turf, track, lights, fencing, bleachers, drains, etc.). The athletic capital reserve fund balance shall be no less than the amount established in the chart below, which is based upon cumulative contributions from the difference between the debt service obligation on the 2002 school improvement bonds for the upcoming fiscal year and \$1,422,622 (the FY 13 debt service budget), not to exceed \$85,000 annually. Contributions to this fund may be made through gate receipts, field use fees, undesignated fund balances, and annually budgeted amounts. This obligation shall remain through FY 2025 (which should generate no less than \$708,930 plus interest earnings thereon). This athletic capital reserve fund can be used for other athletic capital needs, should the balance exceed the goals listed below.

| FYE 6/30 | Annual   | Cumulative |
|----------|----------|------------|
| FY 13    | \$0      | \$0        |
| FY 14    | \$25,197 | \$25,197   |
| FY 15    | \$17,122 | \$42,319   |
| FY 16    | \$7,497  | \$49,816   |
| FY 17    | \$19,222 | \$69,038   |
| FY 18    | \$44,892 | \$113,930  |
| FY 19    | \$85,000 | \$198,930  |
| FY 20    | \$85,000 | \$283,930  |
| FY 21    | \$85,000 | \$368,930  |
| FY 22    | \$85,000 | \$453,930  |
| FY 23    | \$85,000 | \$538,930  |
| FY 24    | \$85,000 | \$623,930  |
| FY 25    | \$85,000 | \$708,930  |

## **Appendix 2: Turf Management Plan 2012**

An advisory task force was established jointly by the Town Council and the School Committee for the purpose of making recommendations to the Town Council and Yarmouth School Committee regarding issues pertaining to both the funding and management of the turf field and facilities. Such recommendations are designed for maximum sustainable use and beneficial return to the Town and athletes from the facility and include future maintenance practices and responsibilities to be adopted by the Town Council and/or School Committee.

The task force recommends that the town continue maintenance through the Yarmouth Community Services (YCS) Parks Division, unchanged from current and past practice. The Parks Division shall perform all routine maintenance, such as mowing, watering, lining, coordinating specialized and/or contractual maintenance, port-a-potty maintenance (coordinated with an outside vendor), trash and rubbish removal, general grounds and bleacher clean-up, and preparing athletic fields and facilities for regular MPA season events. The school department had previously assumed responsibility for the lighting management and CMP bills and that will continue.

The town and schools will continue the current practice of scheduling athletic fields, including the turf field. Athletic game and practice schedules shall be forwarded to Community Services for input into ActiveNET, the scheduling software. In addition to Yarmouth High School athletic events, youth sport leagues, adult leagues, and community members may request use of the facilities through YCS. Final approval decisions for use of the facility are made by the School Department. Appropriate insurance riders are secured from outside users. If fees are assessed, they are invoiced and collected by YCS. All fees in excess of personnel and other costs shall be deposited to the athletic capital reserve fund, maintained by the Yarmouth School Department. Policies on use (fees, signage, dogs permitted, smoking, foul language, respect for game officials, practice times/permissions) will be determined by the school department.

“Owner” decisions will be vested in the School Department going forward rather than through the Town Manager/Town Council (e.g. decisions to add amenities to the facility or to remove snow from the turf) go to the Yarmouth School Department or the School Committee for a determination. Once the improvements contemplated in the Nov 2012 authorized turf field bond referendum are completed, the school shall be responsible for planning and authorizing any future or additional capital improvements which may be deemed necessary, prudent and desirable. On any matters requiring permits (e.g. expansion of bleachers, change in hours, amendment to night use policy enacted by the Zoning/Planning Board in 2000), the School will be the “applicant.” Additionally, the athletic facility property that includes the turf will be deemed a “school” facility when allocating insurance premium.

This plan can be modified, as needed, upon agreement by both the superintendent and the town manager.