

**TOWN OF INTERLACHEN  
BETTER PLACE PLAN ADVISORY COMMITTEE  
MEETING MINUTES  
THURSDAY, APRIL 29, 2021 – 5:05 P.M.  
DICKERMAN BUILDING**

**CALL TO ORDER:**

Jason Matchett called the meeting to order.

**ROLL CALL:**

Town Clerk, Joni Payne called the roll. Committee members present were Laura Hafner, Jason Matchett and Frances Whittier. The Maintenance Supervisor and Deputy Town Clerk were present also.

**DISCUSSION AND CONSIDERATION OF THE SCOPE OF WORK AND USE OF BETTER PLACE PLAN FUNDS FOR DOWDA PARK IMPROVEMENTS.**

Jason Matchett thanked everyone for coming and stated that the reason for the meeting was to go over the scope of work for Dowda Field to present to the Town Council at the May meeting.

**COMMENTS/DISCUSSION.**

The Town Clerk presented the scope of work as follows:

- (1) Installation of zoned irrigation for 87,000 square feet of new sod.
- (2) Installation of sod (Zoysia or Bahia).
- (3) Level ground and prep work of installation of sod.
- (4) Contractor to provide as-builts for the irrigation system.
- (5) Contractor must provide the Town with a Notarized Release of Liens and warranty package within fifteen days of the completion of the project.
- (6) Contractor to provide the Town with a certificate of insurance upon award.
- (7) Project clean up and debris removed.

The Public Works Department will:

- (1) Remove the walking trail.
- (2) Remove the putting green.
- (3) Remove the horseshoe pit.
- (4) Remove the outfield fence and relocate it to the perimeter of the park.
- (5) Install the dual goal posts.
- (6) Install two digital commercial keypad locks.

Francis Whittier moved to approve the scope of work to be present to the Town Council at the May 11, 2021 Town Council meeting. Laura Hafner seconded. Motion passed by a unanimous voice vote of the committee.

**ADJOURNMENT:**

Meeting adjourned at 5:31pm.