

Athletic Field Committee Minutes
Wednesday, 9/21/22 @ 7:00PM
Cromwell Town Hall Council Chambers

Attendees: Matt Zabrowski, Jason Leblanc, Kathryn Russ, Kelly Maher, Kelly Franklin

Also Present: Mayor Steve Fortenbach

Absent: Rino Ferrarese, Andy Guyon

Definitions/Abbreviations

CM(s) – Committee Members

MTA – Motion to approve

M – Motion

MTAdj – Motion to Adjourn

2nd – Motion Seconded

TC – Town Council

Minutes:

1. Call To Order

Meeting Called to order by Kelly M. at 7:30PM

2. Agenda:

Not Discussed

3. Meeting Minutes

CM's briefly reviewed previous Minutes

MTA meeting minutes M: Kathryn 2nd Kelly F. Vote: All in Favor

4. Administrative

Secretary duties were discussed and CM's collectively agreed to rotate this responsibility on a weekly basis. Whomever took notes would submit them to Amanda Calves within 7 days of the meeting.

MTA Group proposal for secretarial duties M: Matt Z. 2nd Kelly M Vote: All in Favor

Upcoming meeting dates were reviewed as follows

| | |
|-------|---------------------|
| 10/5 | TH Rm 222 |
| 10/19 | TH Council Chambers |
| 11/2 | TH Rm 222 |
| 12/7 | TH Rm 222 |
| 1/11 | TBD |
| 2/8 | TBD |

All meetings will be held from 7-8:30Pm

MTA Future Meeting Dates M: Matt Z 2nd: Kathryn R. Vote:

5. Citizen Comments

None

6. Discussions

Project Specs – CM's discussed the preliminary project requirements based on discussion from the previous meeting. These would be provided to the consultants as part of our bid process to help them refine their numbers. CM's discussed various items and whether to remove them, but all agreed that the budget would determine whether the non-mandatory items would be kept in scope or not.

Project Overview – CMs discussed information gathered by the group. Kelly M presented information she received from Berlin, Old Lyme and Old Saybrook on their recent field conversion projects. They had several consultants they worked with that ranged in cost from \$50-\$85k. Some were recommended others we not due to issues. The discussion turned to AFC's meeting next Monday at the TC's special meeting where the group is expected to discuss the project and request funds to hire a consultant. The discussion centered on two main points:

- A. At this point, the AFC does not have hard numbers but has a range of numbers based on other towns recent efforts
- B. The other towns efforts were smaller in scope e.g., only grass to turf field conversions whereas the HS complex project would be larger so the group felt that more conservative estimates would be more prudent.

The group agreed that a more conservative consultant fee range of \$75- \$100k was warranted.

MTA Consultant Fee range proposed to the Town Council M: Jason L 2nd: Kelly F Vote: All in Favor

Parking – CM's discussed the preliminary parking comparison between Pierson Park and CHS. Based on a rough study using google maps and only painted lines, CHS has 208 and Pierson has 82. The group then discussed overflow parking options and what is currently done. Kelly M noted that for large events visitors could use ECS's parking lots and that we should take that into consideration. Steve F noted that for football events, many visitors parked in the area behind Mitchells on Main and in some cases on the grass fields so that should be considered. Kelly M noted that for playoffs they had shuttles from the Church parking lot and Town Hall when

needed. The preliminary study will be updated to reflect these comments and will also be part of the SOW for the Consultant.

7. Adjournment:

Motion to Adjourn - M: Matt Z. 2nd Kathryn R. Vote: All in Favor at 8:30PM

Respectfully Submitted,

Jason LeBlanc

Jason LeBlanc

Recording Secretary for this meeting