

**TOWN OF CROMWELL  
ATHLETIC FIELD COMMITTEE  
TOWN HALL COUNCIL CHAMBERS  
41 WEST STREET, CROMWELL, CT 06416**

**Regular Meeting Minutes  
Wednesday, August 24, 2022**

**A. Call to Order**

The meeting was called to order by Steve Fortenbach at 7:00pm.

**B. Roll Call**

Present: Ms. Maher, Ms. Franklin, Mr. Brisson, Mrs. Russ, Mr. Fortenbach, Mr. Ferrarese, Mr. LeBlanc, Mr. Zabroski

Absent: Mr. Guyon

**C. Selection of Officers**

Nomination for Chairperson for Mr. Ferrarese by Mr. LeBlanc, 2nd by Mr. Zabrowski  
Unanimous

Nomination for Vice Chairperson for Ms. Maher by Mrs. Russ, 2nd by Ms. Franklin  
Unanimous

**D. Scheduling of Meetings**

Mr. Fortenbach recommended meeting every other week for the start of the project. It was agreed on the 1st and 3rd Wednesdays of the month. The next meeting is scheduled for Wednesday 9/7/2022.

**E. New Business**

Mr. Fortenbach recommended the chair and vice chair attend the next Town Council meeting on 9/14/2022 in order to request funding for a field assessor. Ms. Maher stated that in order to receive quotes from potential assessors a list of what is needed for the new field complex at the high school must be determined.

A list of new field requirements was determined. See Attachment A.

Mr. Brisson inquired if the committee can perform a field study for the entire town or at least fields at the schools. Mr. Fortenbach indicated a scope for the committee can be requested at the Town Council meeting. It was determined to keep the scope with a main focus on the high school multi use field complex but potentially looking at the remaining fields at the high school.

At the next meeting estimates of assessments will be reviewed. Ms. Maher with her contacts, Mr. Zabroski with the town of Glastonbury and Mr. Ferrarese with the town of Berlin will work to obtain these estimates.

**F. Adjournment**

Motion to adjourn by Ms. Russ, 2nd by Mr. LeBlanc. Meeting adjourned at 8:34pm.

Respectfully submitted,

*Kathryn Russ*

Kathryn Russ

# Attachment A

## Cromwell HS Field Complex Design Criteria

Design Item	Description	Mandatory?	Status	Notes
Bathrooms	Seasonally heated Male/female bathroom facilities that have toilets, urinals(mens only), sinks, waste receptacle, and air dryers which are located near the field complex	Yes	Need New	Currently there is 1 Porta potty near the HS complex that cannot handle event crowds. New bathrooms are needed and ideally are incorporated in the Field House Concept
Bleachers	Separated seating for both home & away visitors that can accommodate normal attendances plus playoff overage	Yes	Need New	Cromwell Youth football will continue to use the bleachers at Pierson Park. Also those bleachers are too small such that on game days spectators are standing around and on the field areas making security difficult. Finally, the lack of separation between home and away visitors leads to periodic altercations.
Football Goal Posts	Football goal posts located at either end of the football field that are also out of any other sport playing area	Yes	Need New	Cromwell Youth football will continue to use Pierson so the current goal posts need to stay there, thus new goal post will be needed.
Lacrosse Nets	Goals for lacrosse that can be moved on/off turf surface	Yes	On hand	
Lights	Lighting that is tall enough and bright enough for nighttime sporting events	Yes	Need New	The current lights are too short, but are grandfathered in due to age. New light poles would be needed if we make changes/improvements to the venue
Locker/Changing Room	Indoor, heated facility for opposing teams to change before and after games. Can be locker room or other sufficiently sized space with bathroom access	Yes	On Hand	The school currently has space in the existing locker rooms or nearby space for this.
Multi sport Scoreboards	Score board that can keep score and game information for all target sports.	Yes	Need New	The current score board can only keep basic score ... It cannot display football game information.
Multi Use Field	Turf field sized and lined to accommodate football, soccer, mens and womens lacrosse	Yes	Need New	
Parking Spaces	Sufficient parking spaces to accommodate sporting event crowds	Yes	Assess	ATC will conduct preliminary parking gap analysis compare with game attendance
Player Benches	Benches for home and away players to sit on, covered if possible	Yes	Need New	If possible covered benches for cold/inclement weather
Press Box	Press box at top of stands to accommodate 6 people (2 announcers, 2 press personnel, 2 school personnel)	Yes	Need New	Per XXXX a press box is needed for events
Security Perimeter	Fencing around the sport venue with controlled access point for Event Security, that also has field/maintenance access point which is lockable	Yes	Need New	All events are access controlled so any change to the venue will also require suitable security perimeter with controlled access points for players, spectators and maintenance/emergency vehicles
Soccer Goals	Goals for soccer with wheels to allow movement on/off turf surface without causing damage	Yes	Need New	Current goals don't have wheels and would damage turf if dragged across field
Storage	Storage facility to house football, soccer, lacrosse and track equipment needed for games and support equipment, and to replace any storage lost with new project construction	Yes	Need New	The existing Connex and storage shed would need to be leveled to accommodate site changes so it would have to be replaced
Track & Fields spaces	New running track with appropriate running surface as well as spaces for shot put, discus, javelin etc	Yes	Need New	Current track surface is off in large spots and deteriorating in others so a new track surface is needed. Also any changes in the venue must accommodate the existing Track & Field event spaces e.g. shot put, long jump etc
Catch Nets	Nets at the end and possibly side of the fields to prevent balls from travelling too far or from going outside of event area e.g. neighboring homes	No	Need New	In order to prevent balls from travelling too far away from the field during events catch nets should be placed at the ends of the field.
Concession Stand	Small area for food prep with counter for sales. Should include a catch basin sink and electrical receptacles for food equipment	No	Need New	Currently no concession stand facilities at the HS. Would be ideal if incorporated in the Field House concept
Camera	Camera system to record and televise sporting events	No	Need New	Currently no camera at the HS field
Filming platform	Area on top of press box to place recording cameras, permanent or temporary	No	Need New	Currently no elevated space for filming at the HS
Ticket Booth	Small closet sized area with a window for ticket sales that borders the main entrance	No	Need New	Currently a small wooden booth which will most likely need to move or be replaced with the changes to the venue. Would be ideal if it could be incorporated in the field house concept