


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

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**Regular Meeting Minutes
Wednesday, December 6, 2023**

I. Call to Order

The meeting was called to order by Mr. Ferrarese at 7:15 pm.

Roll Call:

Present: Mr. Guyon, Mr. Brisson, Mrs. Russ, Mr. Ferrarese, Mr. LeBlanc, Mr. Zabroski

Absent: Ms. Maher, Ms. Franklin, Alternate Mr. Vinchetti

Town: Mayor James Demetriades and Former Mayor Steve Fortenbach
Building Committee: Chairman Rosanna Glynn

II. Approval of Minutes from Previous Meeting

Postpone approval of meeting minutes to the next meeting.

III. Project Discussion

Update and summary from Mr. Ferrarese regarding the project's status and process with the town. The town, including John Harriman Town Engineer, presented to the Inlands & Wetlands and the site approval plans were approved. They then presented to Planning and Zoning on 12/5/2023 and the site approval plans were approved for Application 2442. (Full write-up of Application 2442 site approval plans will be on the Town Council's website on 12/13/2023). Mr. Ferrarese requested an updated timeline for the project from John Harriman. Also, the committee is requesting copies of information from CHA and future presentations to various boards to by the town.

The committee members expressed concerns about current roles and information sharing regarding the project. At the next Town Council meeting on 12/13/2023, Mayor Demetriades will work with the council to define roles and expectations of the project, including the town's responsibilities and the committee's responsibilities. Next, the Athletic Field Committee should establish subcommittees for communications, grants, fundraising, and project requirements. The committee is expected to provide monthly updates at Town Council meetings going forward. A fiscal note for a recording secretary was also discussed for committee meetings. Also, the committee should formalize Ms. Maher as a Board of Education staff member on the committee.

Mr. Ferrarese then reviewed the referendum process. Discussion regarding information for referendum and communication with the town as the project progresses.

Mr. LeBlanc will draft a memo of the committee's abilities and expectations as a reference for the Town Council meeting on 12/13/2023.

IV. General Discussion

We discussed the following as potential meeting dates for 2024.

<u>Date</u>	<u>Location</u>	<u>Time</u>
01/10/2024	Room 219	6:00pm
02/07/2024	Room 219	7:00pm
03/06/2024	Room 219	7:00pm
04/03/2024	Room 219	7:00pm
05/01/2024	Room 219	7:00pm
06/05/2024	Room 219	7:00pm
06/26/2024	Room 219	7:00pm
08/07/2024	Room 219	7:00pm
09/04/2024	Room 219	7:00pm
10/02/2024	Room 219	7:00pm
11/06/2024	Room 219	7:00pm
12/04/2024	Room 219	7:00pm

A Vote to approve the meeting dates will happen at the January meeting.

V. Adjournment

Motion to adjourn by Ms. Russ, 2nd by Mr. LeBlanc. All in favor. Meeting adjourned at 8:30 pm.

Respectfully submitted,

Kathryn Russ

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