

**Regular Meeting Minutes  
Community Turf Field Committee  
Plainville High School – Learning Commons**

**Committee:** Community Turf Field Committee

**Date:** Wednesday, December 10, 2014

**Time:** 6:00 PM

**Attendees:** Committee Members: Park & Rec. Commission: Bill Bulger, Director of Facilities: Steve Busel, Plainville Youth Soccer: Ezio Capozzi, Plainville Colts: Phil Cox, Building & Grounds: Dave Emery, Teacher/Coach: Chris Farrell, Superintendent: Jeffrey Kitching, Director of Business and Operations: Edward Hoyt, Athletic Director: Amy Labas, Plainville Town Manager: Robert Lee, Principal, PHS: Steve LePage, Building & Grounds: Carmen Matteo, Director of Park & Rec.: Colin Regan, Town Council: Scott Saunders, PHS Backers Club: Bob Varano, Board of Education Member: Foster White, Plainville Little League: Ben Gediman, Ex-Officio Members: Town Council Chairperson: Kathy Pugliese, Board of Education Chairperson: Andrea Saunders

**Absent:** Jennifer Gombotz, Representative Elizabeth Boukus, Ex-Officio

**Also Present:**

**Early Departure:** None

The meeting was called to order by Superintendent Jeffrey Kitching at 6:03 PM.

Dr. Kitching thanked everyone for coming and participating in the Turf Field Committee. He stated that all community groups have been represented in the committee. He wanted to get as much input as possible so plans can be put in place to move forward with the project. He asked that each member introduce themselves and inform the committee of which organization they are affiliated with. The change in the fields will impact the whole community not just the High School students. The committee needs to work as a cohesive group so that the whole community benefits from the use of the fields. Discussion continued.

1) The charge of the committee is to work with the Board of Education and Town of Plainville staff to plan, design and organize the bidding process for the selection of vendor's to install the synthetic turf field. 2) The Town Manager and the Superintendent will establish a fund for maintenance for the fields, looking to develop policies for contributions from sources such as Town and Board budget savings, gate receipts and donations, registration fees, and exploring advertisement income options and field usage fees. 3) The committee will also develop policy and regulations for Board consideration and adoption that will guide the availability and use of

the renovated athletics facility at Plainville High School, the community and outside groups. Discussion continued.

Superintendent Kitching asked if there was anyone on the committee that would agree to be Chairperson. Phil Cox indicated that he would volunteer as Chairman and Bill Bulger agreed to volunteer as Vice Chairman. The committee approved the Chairman and Vice Chairman unanimously.

Dr. Kitching spoke of the upcoming meetings going forward. With the size of the committee it will be difficult for this timeline to meet everyone's schedule. Therefore, days of the week are going to be rotated and the subcommittee meetings will be held at a mutually agreed upon time.

**List of dates for follow up meetings:**

**Tuesday, January 6, 2015**

**Thursday, January 29, 2015**

**Wednesday, February 18, 2015**

**Tuesday, March 10, 2015**

Dr. Kitching asked the committee members to add them to their calendars and to let him know if they are unable to attend. Discussion continued.

Dr. Kitching then reviewed the funding for the project. He spoke of the preliminary project cost estimates to replace the football and soccer fields with synthetic turf, repair the track, which is in major need of repair, and engineering and design services. The committee will also look into private grants to include in the project the replacement of the softball and multi-purpose practice field. Vendors will be brought in to meet with the committee for discussion regarding the fields and the infill options. Discussion continued.

Dr. Kitching asked members to select a committee for their participation:

**The Turf Sub Committees are:**

**1) Policies and Regulations**

**2) Maintenance Fund**

**3) Installation Project**

| <b>Policy and Regulation</b> | <b>Maintenance Fund</b> | <b>Installation Project</b> |
|------------------------------|-------------------------|-----------------------------|
| Maureen Brummett             | Amy Labas               | Chris Farrell               |
| Chris Farrell                | Ben Gediman             | Steve Busel                 |
| Amy Labas                    | Ezio Capozzi            | Amy Labas                   |
| Ezio Capozzi                 | Jeff Kitching           | Scott Saunders              |
| Ben Gediman                  | Bill Bulger             | Phil Cox                    |
| Steve LePage                 | Foster White            | Carmen Matteo               |
| Bill Bulger                  | Scott Saunders          | Dave Emery                  |
| Foster White                 | Dave Emery              | Jeff Kitching               |
| Bob Varano                   | Steve Busel             | Robert Lee                  |

|               |            |  |
|---------------|------------|--|
| Jeff Kitching | Robert Lee |  |
| Jen Gombotz   |            |  |
| Colin Regan   |            |  |

Edward Hoyt, Director of Business and Operations for the Plainville Schools gave the committee members a DRAFT of the Requests for Proposals for the High School Athletic Field – Synthetic Track Repair and Resurfacing and High School Athletic Field – Installation of Synthetic Turf that will be sent out. The timeline for the project is to end the project by next summer. The key is to get the right vendor for the project. Superintendent Kitching will ask Kaestle Boos, who are involved in other projects in Plainville, for their input to organize the specification, proposals and bids to make sure they are accurate. Discussion continued.

Chairman Phil Cox adjourned the meeting at 7:02 pm.

Respectfully Submitted,



Tina Gryguc  
Recording Secretary