

MONTVILLE BASEBALL & SOFTBALL ASSOCIATION

**Muni Field Complex
Game Day Field Preparation
&
Clean-up Procedures**

1. **INFIELD:** Fields should be raked and/or dragged prior to the start time of each game. This is a co-responsibility of coaches. Coaches can have parents participate in field preparation even if they are not certified.
 - a. Field rakes can be found in the dugout
 - b. Fields should be raked from the grass inward to the middle of the infield clay. This is very important in order to maintain the integrity of the “grass-lip” on the infield and outfield grass.
 - c. Time permitting: Fields should be watered after raking but before lining. Hoses can be found outside of the entrance to each field. Hoses must be put back in an orderly manner after use. Please see 5th base attendant if water is not turned on at the field spigot. *Main water turn-on is inside 5th base and should be turned on only by someone knowledgeable of the water system.*

2. **PITCHING MOUND:** The pitchers mound should be raked from the grass inward towards the pitching rubber. All holes should be filled in with field clay and patted-down prior to the start of game (*it may be necessary to wet down holes prior to filling in order for clay to adhere*). Pitching mound can also be watered prior to start of game. Please note that the front pitching mound should be used for all “Rec-46/60” games.

3. **FIELD LINING:** Fields should be lined prior to the start of each game, regardless of whether the game is the first or last at the field.
 - a. Field liner can be found in dugout of each field. Liners should ALWAYS go in the Block building by Muni2 Batting cages
 - b. Lime for liner can be found in green gang-box at field.
 - c. The following steps should be taken to correctly line field:
 - i. The batting box template should be placed over home plate and used to mark the left and right batters box. The template will need to be turned in order to mark both sides. Batters box should be lined with a 2 inch field line. The liner has 2 positions for lining so please make sure the liner is on the 2 inch slot.



- ii. Use the nail-&-string tool to mark a straight line that starts from the back tip of home plate and goes adjacent to the outside edge of the base (1st or 3rd) and straight back about 3 feet to the outfield baseline. Tool can be found in gang-box.
- iii. Baseline can now be lined with a 4 inch line. The liner has 2 positions for lining so please make sure the liner is on the 4 inch slot.
- iv. Center the liner directly over the string and start lining the field from home plate towards the outfield. The line should start just on the batters box outline, or around that spot if a batters box is not lined, and go partially over the outside edge of the base and straight about 3 feet into the outfield.



- v. Lime and field liners must be returned to the storage shed when lining is complete. If liners get wet they will not work properly and will require a complete clean-out creating unnecessary work.

4. **LIGHTS:** Lights should be turned-on just before dusk by a coach or parent. Players can not operate lights.
 - a. **Muni 1 & Muni 2:** Lighting panel is located in the small-hut just outside the walkway between Muni1 and Muni 2. Lighting switching are clearly marked with white-tape indicating Muni 1 or Muni 2 lights. All switches should be turned-on for proper lighting.
 - b. **Muni 3:** Lighting panel is located along the outside left field fence on Muni 3. All light switches should be turned-on for proper lighting.
 - c. **Turning off Lights:** Lights must be turned off by the last coach to leave the field. There is a timer in the Muni 3 panel that should be turned in order to put on a spot-light needed to laminate the walkway to the parking lot. This light will turn off automatically.

5. **RAIN PREPARATION:** Please allow for extra field preparation time when a game will be played after rain.
- a. Clearing puddles: Water from small puddles **MUST** be raked away from the edge of the grass. Water from field **CAN NOT** be put on infield or outfield grass. Dry field clay should be mixed in with wet field clay in order to provide for a safe, non muddy, playing surface. This applies to infield and pitching mound.
 - b. If there is standing water on an infield and the clay is soft, the field is not playable. **DO NO DUMP SPEEDY DRY INTO STANDING PUDDLES OF WATER.** Speedy Dry (Turface) is meant to firm up the clay. It is not a sponge.
 - c. **NO** team or individuals are allowed on any Muni Fields if the league has cancelled or postponed games due to rain.

6. **POST GAME:**

- a. All equipment must be returned to the dugout, block building or gang-box.
- b. Field liners should be placed in the block building by Muni 2 batting cages.
- c. Scoreboards should be unplugged and put in the scoreboard box in the dugout
- d. Lights and scoreboard lights should be turned off if the last game of the day.
- e. Pitching mound holes should be filled and mound raked.
- f. Batters boxes should be raked and filled.
- g. Infield should be dragged; once-over is all that is needed.
- h. Throw all dugout and field trash in garbage.
- i. Report and missing equipment to Director of Baseball