

Town of Newtown, CT

3 Primrose Street, Newtown, CT

THESE MINUTES ARE SUBJECT TO THE APPROVAL BY THE PARKS AND RECREATION COMMISSION.

The Parks and Recreation Commission held a regular meeting on Tuesday, December 8, 2015 in the conference room located at 3 Main Street in Newtown, CT.

The meeting was called to order by Chairman Ed Marks, at 6:00 pm.

Present: Edward Marks, Vincent Yanni, Jr., PJ Yochum, Warren Spencer.

Absent: Patrick Barczak, Maureen Crick Owen, Thomas DiNicola,

Staff Present: Amy Mangold, Carl Samuelson, RoseAnn Reggiano.

Public: Steffan Burns, Sandy Hook Permanent Memorial Commission; Kyle Lyddy, Sandy Hook Permanent Memorial Commission; Linda Hess, Newtown Soccer Association.

Public Participation:

Kyle Lyddy and Steffan Burn, Sandy Hook Permanent Memorial Commission:

Mr. Lyddy and Mr. Burn, per the request of First Selectman Pat Llodra, are reaching out to various commissions in the Town of Newtown to talk about and give an update on the Sandy Hook Permanent Memorial. Mr. Lyddy and Mr. Burn talked about possible locations, different trends and criteria's for the Memorial. There was discussion on security, access to the memorial, handicap parking as well as maintenance of the Memorial. Chairman Ed Marks stated to the commission that he is working with Mr. Lyddy and Stantec to look at plans and a vision for the Memorial. Mr. Marks went on to say that Stantec has been a real asset to Parks and Recreation in helping with the Fairfield Hills Trails, etc. Director Amy Mangold inquired if Mr. Lyddy would be available to meet with Stantec on December 21, 2015. Mr. Marks suggested the possibility of incorporating the Memorial in Phase III of Fairfield Trails. If this is the case, Parks and Recreation could finish up the Trails Project in Phase IV. Mr. Burn stated that the next step is to have both professional and non-professionals submit plans for the memorial.

Linda Hess; Newtown Soccer Association:

Ms. Hess came before the commission to inquire about the future plans of Festival/Events at the Fairfield Hills campus. Mr. Marks stated that he attended the Fairfield Hills Authority meeting and it looks like FFA is thinking about large scale venues and also looking into parking for such events. FFA would charge fees to cover the maintenance of Fairfield Hills campus. Mr. Marks is not sure what the fee structure would look like. Possible venue space would be where Kent Hall building is, which the second building scheduled to be demolished. Mr. Marks stated to the Fairfield Hills Authority that Parks and Recreation is *not* adding new fields but replacing game fields. Ms. Hess was concerned that there might be a conflict of sports and special events. Mr. Marks explained that FFA is looking for intensive usage to generate revenue to maintain the property.

Old Business:

Budget Capital Requests:

Chairman Marks distributed to the commission the updated written Budget showing the 2016-17 budget. The budget request totals \$2,474,726, which includes the Capital Requests of \$222,000.

The proposed 2016-2017 P&R budget is as follows:

• Salaries & Wages – full time	\$899,914
• Salaries & Wages – part time	40,938
• Salaries & Wages – seasonal	264,275
• Salaries & Wages – overtime	56,282
• Group Insurance	293,765
• Social Security Contributions	96,498
• Retirement Contributions	47,671
• Other Employee Benefits	12,650
• Contractual Services	300,400
• Dues, Travel & Education	9,975
• General Supplies	11,000
• Marketing & Advertising	6,000
• Signs	7,000
• Pool Supplies	32,342
• General Maintenance Supplies	34,285
• Grounds Maintenance	139,731
• Capital	<u>222,000</u>
Total	\$2,474,726

Capital

❖ Toro 5910 Lease	\$21,500
❖ Vehicle Leases	35,000
❖ Replace F550 Pick up	40,000
❖ Replace Toro 4700 Athletic Field Mower W/Lease	16,000
❖ Replace 3020 Infield Pro (via Trade-in)	17,500
❖ Cut off Saw/Weed Eaters/Back Pack Blowers	5,000
❖ Install Electrical Service & Irrigation at Walnut Tree Field	25,000
❖ Access Control Infrastructure Phase II	18,000
❖ Permanent Recycling Containers – Phase II	8,000
❖ Tennis Court/Basketball Court Surfacing	18,000
❖ Lightning Detection System Expansion	<u>18,000</u>
Total	\$222,000

Motion:

Commissioner Vincent Yanni, Jr. made a motion to approve the submission of Parks and Recreation budget request of \$2,474,726 to Selectman Llodra for review. Commissioner Warren Spencer seconded the motion, which was carried unanimously.

Director's Report:

Carl Samuelson, Assistant Director of Parks:

- Two valuable employees have left for higher paying positions.
- Grass fields are closed for the season, only a few football events remain on the artificial fields.
- Tennis nets are down and courts are locked for the season.
- The basketball fencing frame at Dickinson Park has been sanded and painted and new fencing will be going up soon.
- All of the irrigation, bathrooms and playground water features have been winterized.
- The seating area at the playground is under construction.
- There continues to be vandalism at Dickinson Park, especially at the camp room roof.
- Leaf clean-up has been completed.
- The Treadwell pool engineering study has been completed. The pool structure itself looks good. A few visible cracks were investigated and proved to be superficial only. All of the areas were patched and the pool was filled and covered.
- A temporary camera system has been installed here, in hopes of deterring ongoing vandalism.
- The softball field dormant fertilization has been completed.
- The main feed line has been repaired from Sandy Hook Elementary School to Treadwell and the city water interconnections have been completed.
- Some trees at Orchard Hill have come down this fall, which were removed from the trail. The area has yet to be cleaned up with the exception of the parking lot. Much of the tree work here will be completed this winter, when the ground is frozen.
- The docks at Lake Lillinonah and Eichler's Cove Marina have been removed for the season and ramps regraded while the water level was low. The life guard chairs at Eichler's have been removed and stored for the season.
- The worn turf areas on High Meadow field have been removed and will be sodded soon. The staff will start meadow mowing this week.
- A new sign is being prepped for install at Liberty Fields as well as replacement of the split rail fencing along Elm Drive.
- Seasonal burlap is going on to protect the boxwoods at Oakview.
- The new pump station has been winterized at Sandy Hook School and there are ongoing meetings about final field configurations.
- Working on a proposal for repurposing the old SHES irrigation components to irrigate Walnut Tree fields. The fencing fabric along the road is scheduled for repair next week.
- The NHS Baseball Field infield is in the process of being rebuilt. The sod has been stripped from the infield and lowered 6-8 inches to the proper grade. It is anticipated to be completed by the end of the week.
- The Dog Park water systems have been winterized for the season. In the process of extending the splash pad drainage under the fence into the road storm water. Public Works will be installing a catch basin in the existing storm water line for this connection next week.

RoseAnn Reggiano, Assistant Director of Recreation:

- Sixteen people attended the annual Turkey Shoot this year. \$100.00 was raised for the Summer Camp Scholarship.
- Pickle ball hours have been extended 2 hours, from 6:30pm to 8:30pm.
- Breakfast with Santa was a huge success, with over 200 people attending. The children were able to decorate cookies, and do arts and crafts. Commissioner Maureen Crick Owen was on hand to help out.

- The Parks and Recreation Winter brochure is out and available. The brochures were sent to schools, Newtown Bee and local restaurants.
- The summer 2016 staff applications will be available on-line December 14, 2015.

Amy Mangold, Director of Parks and Recreation:

- Ms. Mangold explained to the commission that the Christmas tree lighting ceremony was beautiful and a success.
- Ms. Mangold and Mr. Samuelson are in the process of interviewing and hiring new staff to replace the staff that has left for other jobs. The two also met with Public Works to discuss employment comparability between the two department mechanic positions.
- Ms. Mangold and Mr. Samuelson had a meeting with a Pollinator Group. This local group has an initiative to protect pollinators by using less pesticides and using more organic products. The groups goal is to:
 1. *Reduction in Chemicals*
 2. *Increase in Habitat*
 3. *Educate the public*
- Seventeen out of the twenty six benches have been installed. One of the benches was installed in Southbury.

Correspondence:

Chairman Marks wanted to share a nice letter to the Editor he read in the Newtown Bee: Roseanne G. Loring • [Letters to the Editor](#) •

Wednesday, December 2, 2015

To the Editor: Please allow a brief shout out to Newtown Parks and Recreation Department. Our sons and their families returned to Newtown for Thanksgiving. Our older son and daughter-in-law are avid runners and eagerly search for new paths. One of their runs took them over some of the trails at Fairfield Hills. They came home and raved about the condition of the course. The paved areas were pristine and the woods were clear of leaves and debris – a condition they really appreciated as they could enjoy their run and not worry about what was under foot.

Mr. Marks also noted that he had read an article in the Connecticut Post regarding artificial turf, where Mr. Carl Samuelson was quoted on the benefits of artificial turf.

Acceptance of Minutes:

Acceptance of November 2015 minutes were tabled until January 12, 2016 commission meeting.

Motion:

Adjournment:

Commissioner Vincent Yanni, Jr. made a motion to adjourn the meeting at 7:51 pm. This motion was seconded by Commissioner Warren Spencer, which was carried unanimously.

The next regular meeting is scheduled for Tuesday, January 12, 2016 at 6:00 pm at 3 Main Street, Newtown, CT in the conference room.

Submitted, Gabriella Chernoff, clerk