

DRAFT MINUTES/APPROVED

To: Parks & Recreation Commission Members
From: Andrew DelVecchio, Assistant Director of Recreation
Re: Parks & Recreation Commission Meeting March 21, 2022

Meeting was called to order by Chair, Al Centone at 5:30pm.

I. Attendance:

Commissioners Present: Al Centone, Bob Kowalewski, Keith Macdowall, Frank Montagna, Chris Pagan, Joan Walsh

Commissioners Absent: Mary Lou Stamp

Staff Present: Lynn Sadosky, Director of Public Works
Andrew DelVecchio, Assistant Director of Recreation
Jennifer Klein, Secretary

Chairman Centone thanked Susan Puzycki for her years of service on the Commission. He also welcomed Keith Macdowall to the Commission.

II. Acceptance of Minutes:

Frank Montagna made a motion to accept the Minutes of January 18, 2022, seconded by Bob Kowalewski. All were in favor and the Minutes were accepted unanimously.

III. Correspondence:

Lynn Sadosky received a request from the Foundation 4 Orphans to hold a fundraiser on the Town Green on October 8, 2022. Following a brief discussion, the Commission agreed to invite the representative from the organization to the May meeting to address their questions. Frank Montagna made a motion to table the request until the May meeting, seconded by Joan Walsh. All were in favor.

IV. Director's Report

Andrew DelVecchio, Assistant Director of Recreation

The scheduling of fields for North Haven youth programs spring and summer seasons is under way. Requests have been received from Max Sinoway, North Haven Girls' Softball League, North Haven Babe Ruth, North Haven Youth Lacrosse, North Haven Soccer Club, North Haven American Legion and Diamond Zone. Field usage will be coordinated with Steve Blumenthal and Phil Diana from the Board of Education.

Applications are being accepted for summer employment.

The Easter event is scheduled for Saturday, April 9, 2022. The event will run from 1:00 – 3:00 and be held on the field behind the Recreation building. There will be face painting, crafts and pictures with the Easter Bunny. For the first time in over 27 years, there will be an Easter egg hunt.

Registration for the adult softball league began March 10th. League play will be held on Wednesday evenings. Play begins April 20th.

Planning continues for summer playgrounds, day camp and sport camps. Summer camps will run June 27th through August 5th. The Day Camp will be at the Recreation Building and the Playground sites will be at Clintonville School and Montowese School. Day Camp and Playgrounds will be six weeks.

Registration for Spring Swim Lessons began March 1, 2022. The classes have filled up very quickly. Lessons are on Saturday mornings, Monday and Wednesday evenings. The reservation system for public swim is still being used.

The 27th Annual Fishing Derby is scheduled for Saturday, April 2, 2022 at Sinoway Pond. Check-in 6:15 – 7:00am. Fishing begins at 7:00am. Fishing ends at 8:30am. Presentation of awards and trophies will be at 8:45am. All safety protocols will be adhered to.

All Summer program information will be offered online. Registration will start on April 25, 2022.

Concert dates are May 31st to August 30th.

Lynn K. Sadosky, Director of Public Works

Field and Parks Scheduling:

- Recreational Special Olympics has been scheduled for the Vanacore Field Track from March 20, 2022 through April 10, 2022 (Sundays only);
- The American Legion – Junior and Senior Leagues has been scheduled for the North Haven Sports Complex (DeMayo Field) and Bailey Road field. Fields are needed from June 13, 2022 through August 19, 2022;
- North Haven Track (Runners) (BOE) have been scheduled for Vanacore Field Track from March 21, 2022 through April 10, 2022;
- The North Haven Freshman / Middle Baseball / Junior Varsity Lacrosse (BOE) has been scheduled for Bailey Road field from March 21, 2022, through June 12, 2022;
- The North Haven Softball – (Varsity & Junior varsity), Baseball (Varsity & Junior Varsity) and Junior Varsity Lacrosse (BOE) has been scheduled for Brook Field and the Sports Complex (including DeMayo Field) from March 21, 2022 through June 12, 2022;
- The North Haven Boys and Girls Tennis (BOE) has been scheduled for the North Haven Sports Complex from March 21, 2022 through June 12, 2022;
- The BOE High School Athletics continues to schedule the East and West Turf Fields for its sporting events from March 26, 2022 through June 11, 2022;

- The Max Sinoway Baseball has been scheduled to play at Montowese, Gateway, Green Acres, Clintonville School, Brook and Bailey Road fields. Various fields will be needed between March 26, 2022 (weather permitting) through August 31, 2022;
- The Annual Fishing Derby has been scheduled for Saturday, April 2, 2022 from 7 A.M. to 8:30 A.M. at Chapman Sinoway Pond on Upper State Street;
- Public Works Field Operations will support efforts for the Annual Easter Extravaganza scheduled for Saturday, April 9, 2022 from 1 P.M. to 3 P.M. on the Recreation Field behind the Pool;
- The North Haven Soccer Club has been scheduled for Memorial, Rock Road and Ridge Road fields. Fields are needed from March 26, 2022 through June 30, 2022 (and again in July and August included for Summer Soccer Camps);
- The North Haven Girls' Softball has been scheduled for Gateway Fields 2 – 7. Fields are needed from March 26, 2022 through July 31, 2022;
- The North Haven Youth Lacrosse has been scheduled for the Aces, Vanacore, Recreation and Middle School fields. Fields are needed from March 26, 2022 through June 30, 2022;
- The Diamond Zone 120 Baseball has been scheduled for Grover Wyman Park from March 26, 2022 through August 31, 2022;
- Adult Recreation Softball at the Gateway Complex and Grover Wyman fields. Fields are needed from April 13, 2022 through August 3, 2022;
- Max Sinoway is hosting its annual Opening Day Festivities at Montowese Fields on April 30, 2022 at 10 A.M.;
- The Vox Church will host its Annual Easter Egg Hunt on the Town Green on April 16, 2022 at 9 A.M.;
- The American Legion will be sponsoring its annual walk-a-thon on April 23, 2022 from 9 AM to 12 NOON around the Town Green to benefit the Hartford Children's Hospital;
- The Annual May Market has been scheduled for the North Haven Garden Club on the Town Green for Saturday, May 7, 2022;
- The 2022 Annual Summer Concert Series (14 concerts this year) is scheduled to start Tuesday, May 31, 2022 and continue each Tuesday evening through August 30, 2022 on the Town Green;
- The Annual Toy Drive for the Sons and Daughters of Italy is scheduled on the Town Green for May 21, 2022 from 10 AM to 1 PM;
- The North Haven Memorial Day Parade will be held along the Town Green on May 28, 2022 with a Rain Date of June 4, 2022;

- St. Theresa's Church Carnival has reserved the Showmobile for use at its annual Carnival for June 23, and 24, 2022;
- Minotti Music Center has scheduled an annual music event on the Town Green for June 25, 2022 with a Rain Date of July 2, 2022. The event is scheduled from 11 A.M. to 4 P.M.;
- The BOE Strength and Condition Camp on the Vanacore Field Track from June 21, 2022 through August 19, 2022;
- The Recreation Special Olympics for Blakeslee softball field (Mondays only) from July 11, 2022 through September 7, 2022; and
- The North Haven Youth Lacrosse Camp will be held for one week on the Recreation Center field during July 11 - 22, 2022.

Old Business

Green Acres Elementary School Kindergarten Playscape Project

On October 19, 2020, the Director of Public Works met with the School Principal and the Director of School Curriculum at the Green Acres Elementary School. The purpose of the meeting was to discuss the condition of the existing Kindergarten playscapes, their possible removal and ultimately, their replacement with new playscape equipment.

Due to the condition, the existing Kindergarten playscape(s), including all equipment, were removed on November 6, 2020 by Public Works Field Operations.

A meeting was held on November 16, 2020, between the Elementary School, Public Works and engineering design professionals - Weston and Sampson to solicit design needs and associate project costs for Kindergarten replacement playscapes. Once a Project Scope has been developed and agreed upon, cost estimates will be developed and fund-raising efforts will be planned.

Professional Engineering services were contracted on April 1, 2021. A Purchase Requisition was issued to Weston and Sampson Engineers, Inc. to commence with design and layouts as appropriate.

Via a State DAS Bid, the Town and Board of Education issued a Purchase Requisition to John Hollerbach with Creative Recreation on July 13, 2021 to construct the new playscape with ADA compliant accessibilities and components. Initial site work was completed in October 2021 by sub-contractors - Frankson Fence (to remove the existing and dilapidated perimeter fencing) and Glen Terrace Landscape (to prepare the site for construction).

Unfortunately, due to continued COVID supply chain delays, the playscape equipment hadn't arrived until the week of January 31, 2022. However, construction is completed and the playscape is already in use!

A formal Ribbon Cutting Event was held at the Green Acres Elementary School for the completion of the Pre-K and Kindergarten Playscape on March 18, 2022.

Submission of CT Communities Challenge Grant Applications

On January 11, 2022, the Department of Public Works submitted two Connecticut Communities Challenge grant applications to the State's Office of Department of Economic and Community Development (DECD). These grant applications focus on improvements to the Town's Central Block (defined as Church Street, Linsley Street, Elm Street and Broadway) and improvements proposed for the Middle and High School fields and athletic facilities. A brief description follows for both applications.

Central Block Refurbishments Grant

This \$2.8 M project will include refurbishments to parking areas, walkways, pool and library roofing, playscape replacements, existing infrastructure and curbing for the Town Hall, Town Hall Annex, Mildred A. Wakeley Recreation Center, Walter Gawrych Pool, Memorial Town Library and the Cultural Center. A new bandstand is also proposed for the Town Green. If awarded the grant, the Town is responsible for a 50% match – which will be provided through previously allocated funding under the American Rescue Plan Act (ARPA). It is expected that grant awards will be made by the State's Office of the DECD sometime in March/April 2022.

Refurbishment of (Middle and High School) Athletic Facilities Grant

This \$2.8M project will include refurbishments to the Middle and High School athletic facilities, including the Bailey Road Baseball Field, Turf Fields (ADA compliant bleachers), Junior Varsity and Varsity baseball and softball fields, and fields at the DeMayo Complex. LED lighting and new green energy scoreboards are also included in the project. If awarded the grant, the Town is responsible for a 50% match – which may be provided through a future Capital Bonding Package (approved by the residents) or dollars allocated through the FY 23 Capital Budget. It is expected that grant awards will be made by the State's Office of the DECD sometime in March/April 2022.

To date, there have been no grants awarded by DECD under the CT Communities Challenge Grant program.

New Business

Design and Reconstruction of Vanacore Track and Complex

Several kick-off meetings were held from June 16, 2021 through September 14, 2021 between the Town, Board of Education and engineering design professionals – Weston and Sampson to solicit design needs and associated complex improvements needed for the Vanacore Track and overall Complex.

On September 13, 2021, the Department of Public Works received a final Scope of Work and cost estimate for Professional Engineering services. On September 28, 2021, a Purchase Requisition was issued to Weston and Sampson Engineers, Inc. so it could commence with land survey, soil boring tests, design and layouts as appropriate. A presentation focusing on the 100% design aspect of the Plans and Specifications was made to the Board of Education and the Office of the First Selectman on February 24, 2022.

On March 21, 2022, the Town will advertise for the Bid including, Front End Invitation to Bid, AIA Documents, Plans and Bid Specifications for Vanacore Track Reconstruction Project #22-17. The \$1.8M project will be funded entirely by American Rescue Plan Act (ARPA) dollars.

The Bid Opening Date is scheduled for April 12, 2022 at 10 A.M. via ZOOM Conference.

Memorial Field Improvements, Broadway

The Department of Public Works met with personnel from Game Time Sports of Madison, currently on the State of Connecticut's Department of Administrative Services (DAS) approved Bid list for the purposes of procuring two aluminum players benches (installed) and one five-row aluminum ADA compliant set of bleachers for the Memorial Fields on Broadway.

The project (\$12,500) will be funded entirely by American Rescue Plan Act (ARPA) dollars.

It is estimated that the player's benches and one set of aluminum bleachers will arrive by April 11, 2022 and be installed and available for use by North Haven Soccer Club and North Haven Lacrosse Club.

Montowese Park Improvements, Quinnipiac Avenue

The Department of Public Works met with personnel from Game Time Sports of Madison, currently on the State of Connecticut's Department of Administrative Services (DAS) approved Bid list for the purposes of procuring six (6) five-row aluminum ADA compliant set of bleachers for the baseball fields Nos. 1, 2 and 3 in Montowese Park.

The project (\$41,370) will be funded entirely by American Rescue Plan Act (ARPA) dollars.

It is estimated that the aluminum bleachers will arrive and be installed on or before April 30, 2022 for use by the Max Sinoway Baseball League and in celebration of their Opening Day celebration currently scheduled for 10 A.M. on April 30, 2022.

The Department of Public Works also met with personnel from Creative Recreation in West Hartford, currently on the State of Connecticut's Department of Administrative Services (DAS) approved Bid list for the purposes of procuring a new 'all-ages' playscape in Montowese Park. This playscape replaces the prior unit, which was removed in 2015 by the Department.

The project (\$71,613) will be funded entirely by American Rescue Plan Act (ARPA) dollars.

It is estimated that the new playscape will arrive and be installed on or before September 1, 2022 for use by the public and members/families of the Max Sinoway Baseball League.

Community Bulletin Board and Upcoming Events (Calendar Year 2022):

- January 3rd to January 9th – Sacred Heart Jesus School – Daycare;
- January 24th to January 30th – Sacred Heart Jesus School;
- February 28th to March 6th – Sacred Heart Jesus School;
- February 21st to February 27th – North Haven High School – Mama Mia Production;
- February 28th to March 6th - North Haven High School – Mama Mia Production;
- March 14th to March 20th – Shredding Event North Haven Land Trust;
- March 21st to March 27th – Shredding Event for Ridge Road Elementary School;
- March 28th to May 1st – North Haven Child Abuse Prevention Month;
- May 2nd to May 8th – Annual May Market – North Haven Garden Club;
- May 30th – June 12th – St. John's Church Tag Sale;

- June 13th to June 26th – Mark Minotti – Music Center of North Haven;
- September 12th to 18th – Shred Event US Wealth Management;
- October 3rd to 9th – Foundation four Orphans.

V. Old Business

None.

VI. New Business

None.

VII. Public Participation:

None.

VIII. Adjournment:

Chairman Centone asked for a Motion to Adjourn. Motion made by Bob Kowalewski, seconded by Chris Pagan. All were in favor and the meeting was adjourned at 6:12pm.

The next meeting will take place on Monday, May 16, 2022 at 5:30pm.