

DRAFT MINUTES/APPROVED

To: Parks & Recreation Commission Members  
From: Andrew DelVecchio, Assistant Director of Recreation  
Re: Parks & Recreation Commission Meeting November 20, 2023

Meeting was called to order by Chair, Al Centone at 5:29p.m.

I. Attendance:

*Commissioners Present:* Al Centone, Bob Kowalewski, Keith Macdowall,  
Chris Pagan, Mary Lou Stamp, Joan Walsh

*Commissioners Absent:* Frank Montagna

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

II. Acceptance of Minutes

Mary Lou Stamp made a motion to accept the Minutes of September 18, 2023 seconded by Joan Walsh. All were in favor and the Minutes were accepted unanimously.

III. Correspondence:

None

IV. Director's Report

*Andrew DelVecchio, Assistant Director of Recreation*

Trunk or Treat was Saturday October 28<sup>th</sup> at the High School parking lot. 134 cars registered for the event. 104 cars showed up. Over 200 children participated in the event. We received positive feedback from all who attended. The previous eight weekends of rain contributed to the smaller than usual turnout. Normally most of the youth leagues have finished their Fall seasons. Every youth league had games that day. It was the first sunny Saturday in a month. A special thanks to M&J Bus Company, North Haven Knights of Columbus Council 373, Vox Church, North Haven Library, Board of Education, CERT Team, Fire, Police, and Public Works Departments.

The annual Menorah Lighting will be on December 7, 5:00pm on the Green. The lighting of the Menorah celebrates the beginning of Chanukah, the 8-day Jewish Festival of Lights. Refreshments will be served.

The Tree Lighting will be held Sunday December 3<sup>rd</sup> from 3:30 to 5:00pm on the Green. Santa and Mike Freda will light the tree. The NHHS Choir will sing holiday carols. There will be Selfies with Santa, crafts, and activities. Refreshments will be provided by the Knights of Columbus and the Vox Church.

Our Special Olympians have competed in basketball, bocce, and golf. Swimming is in session and floor hockey will begin in January.

The fall session of swim lessons had over 250 participants enrolled. Our Pool Director, Kate Meikle, has done an outstanding job offering lessons to so many children with so few instructors. Winter classes will begin in January.

The Recreation building is at full capacity most evenings for meetings and activities.

Dance, parent & child enrichment classes, tennis, preschool prep, strength training & conditioning, family paint night, and gymnastics were offered this fall. The winter session will start in January.

North Haven Youth Basketball is offering an in-town league and travel basketball for Girls and Boys grades 1 through 8. Practice begins the week of November 20<sup>th</sup>.

It was a busy fall for the North Haven youth sports leagues despite the rainy weather. The North Haven Soccer Club, North Haven Girls' Softball, North Haven Youth Football, Max Sinoway Little League, Babe Ruth Baseball all offered programs. Baseball, Softball and Lacrosse seasons ended the first week of November. Soccer and football will end the last week of November.

North Haven High School Girl's Swim team finished November 13<sup>th</sup>. North Haven High School Boy's co-op swim team will start November 30<sup>th</sup>. North Haven, Branford, East Haven, and North Branford comprise the co-op.

*Lynn K. Sadosky, Director of Public Works*

Field and Parks Scheduling (September 18, 2023, to Present):

- The Quinnipiac Chamber of Commerce Business Expo was held on the Town Green on September 30, 2023 (original event date September 23<sup>rd</sup>).
- The North Haven Magazine reserved the Town Green for its Annual Town Trek on Saturday, October 7<sup>th</sup> from 10 – 11 AM.
- The North Haven Garden Club hosted its Annual Scarecrow Contest on the Town Green from October 17, 2023, through November 4, 2023. It was very successful.

- North Haven Girls Softball concluded its Fall season at Gateway Fields 2 & 3 on October 29, 2023.
- Max Sinoway Baseball concluded its Fall season on Montowese Fields 1 – 4 on October 29, 2023.
- Diamond Zone 120 Baseball concluded its Fall season at Gateway Park on October 29, 2023.
- North Haven Soccer Club concluded its Fall season at Grover Wyman, Ridge Road, and Memorial Fields on November 12, 2023.
- Youth Football concluded their Fall Season on the Turf Field (Sundays) on November 19, 2023.
- The Town Green has been reserved from 11 AM to 2 PM on December 2, 2023, by Steven Gambardella for a Holiday Toy Drive.
- The Recreation Department will host its Annual Tree Lighting on the Town Green from 3:30 to 5 PM, December 3, 2023.

### Old Business

#### Small-Town Economic Assistance Program (STEAP) Grant – Playscapes and Bandstand

On July 15, 2022, the Department of Public Works submitted a Small-Town Economic Assistance Program (STEAP) grant application for the replacement of two (2) playscapes at its Mildred A. Wakeley Recreation Center and for the addition of a new permanent Bandstand on the Town Green to house its concerts and outdoor events. The total grant project is \$351,563. The State's Office of Policy Management (OPM) awarded the grant to the Town on September 15, 2022.

Local approvals were secured from the Planning and Zoning Commission on January 9, 2023, the Board of Selectmen on February 2, 2023, and at a Special Town Meeting on February 27, 2023.

On May 4, 2023, the Town entered a Design Build Contract with Creative Recreation, LLC. for the construction of two replacement playscapes and a new bandstand and a Purchase Requisition was issued.

Creative Recreation advised that the bandstand materials were received on September 24<sup>th</sup> and work to construct the concrete pad was completed as of November 15, 2023. Work will start on the bandstand over the next 4 and 6 weeks and be completed on/by December 31<sup>st</sup>. It is

estimated that the two playscapes, which arrived on November 15<sup>th</sup> (and are being stored off-site), will be constructed on/by December 15<sup>th</sup>.

#### Capital Bonding Package - Athletic Field Improvements, Middle School, and High School

The Board of Selectman met on May 5, 2022, and approved a resolution that recommended “a \$3.5 million appropriation and bond authorization for athletic field improvements, consisting of (1) installation of dugouts, grandstand seating, a press box and protective netting, restroom facilities improvements, additional parking, field improvements, and other related improvements at the girls high school softball field, and (2) relocation of the field, installation of dugouts, additional seating, a press box, batting cages and protective netting, additional parking, and other related improvements at the boys high school baseball field (DeMayo).”

The bond authorization for athletic field improvements was approved by the public at the Special Town Meeting held on June 6, 2022.

Weston and Sampson Engineers completed the design of the proposed improvements and approvals were secured on April 29, 2023, from the Town’s Inland Wetlands Commission (IWC) and as of May 8, 2023, from the Town’s Planning and Zoning Commission.

Bid Specifications and Plans were advertised via the Town’s website. A mandatory site walk for all interested Bidders was held on July 18, 2023. The Bid opening date was August 3, 2023. The Bid was AWARDED to the apparent low bidder – DeRita and Sons Construction Company in Middletown. DeRita and Sons started work on September 11, 2023.

The Town issued a separate Purchase Requisition to Dant Clayton, a firm in Kentucky responsible for the procurement and installation of the 1,061 seat Grandstand and Press Box. The Grandstand related work, which started November 13, 2023, will be concluded by December 31<sup>st</sup>.

#### Urban Act Grant - Bailey Road Baseball Field Improvements

On December 8, 2022, State Senator Paul Cicarella and State Representative David Yaccarino announced that the State’s Bonding Commission approved of a \$250,000 Urban Act Grant for the Town of North Haven to finance the field improvements at its Bailey Road Baseball Field. This grant has been awarded through the Connecticut Department of Energy and Environmental Protection (CT DEEP).

The executed Urban Act Grant Contract Agreement and associated paperwork was received from the CT DEEP on March 14, 2023. The Town hired Weston and Sampson Engineers for the project, including the Construction Design, Plans and Bid Specifications. Land Surveying efforts were completed at the Bailey Road Baseball Field.

Bids were advertised via the Town's website and a mandatory site walk for all interested Bidders was held on August 15, 2023. The Bid opening date was August 29, 2023. Four (4) Bids were received with the apparent low bidder submitting a TOTAL FEE greater than \$50,000 over the project's available budget. The Bids, as a result, were ALL REJECTED.

Based upon the August 29<sup>th</sup> Bid results, it was decided that the Town would instead apply for additional grant funds to cover the costs associated with the backstop and associated fencing. These costs were estimated at \$49,900 by Frankson Fence of North Haven. Once the grant funds have been awarded, the Town will issue a Purchase Requisition and Frankson Fence will commence its work to replace the dilapidated backstop and fencing.

The Town of North Haven plans to rebid the Project for the Bailey Road Baseball Field (less the fencing improvements) in late Spring of 2024.

### New Business

#### Capital Bonding package – Miscellaneous Projects

The Board of Selectman met on September 7, 2023, and approved several resolutions that recommended an appropriation and bond authorization for various Capital improvements, including but not limited to: (1) Sports and Recreation (grant matches for Playscapes, Bandstand, lighting for Brozek and DeMayo fields); and (2) the replacement of the Walter Gawrych Pool Roof.

The bond authorization for such Capital Improvements was heard and unanimously approved by the Town's residents on September 18<sup>th</sup> at the North Haven Annual Town Meeting.

Since that Meeting much progress has occurred as follows:

#### LED Lighting for Brozek Softball and DeMayo Baseball Fields

Through the Sourcewell Bid Consortium the Town entered into a contract with MUSCO Sports Lighting, LLC., for the replacement and improvements to the field lighting at Brozek Softball Field and DeMayo Baseball Field. MUSCO will be utilizing the existing light stanchions but will be replacing existing lights on all 12 stanchions, completing associated electrical work, and replacing all existing lighting with state-of-the-art LED lighting fixtures and remote controllers.

The Town issued a Purchase Requisition on October 10, 2023, for a 'not to exceed' value of \$398,864. A lighting Submittal was received and approved by the Town's consultant (Weston and Sampson) on November 13, 2023, and work started this week. The project is expected to conclude by early Spring 2024.

#### Replacement of the Walter Gawrych Pool Roof

Through the State's Department of Administrative Services (DAS) bidding process, the Town entered into a Contract with successful bidder - Connecticut Roofcrafters, LLC. for the replacement of the existing Walter Gawrych Pool Roof. Connecticut Roofcrafters LLC., will be replacing the entire pool roof including the purlins, and scraping/painting the entry way roofs.

The Town is in the process of issuing a Purchase Requisition to Connecticut Roofcrafters LLC., for a 'not to exceed' value of \$554,893. The project is expected to start in April 2024 and conclude by October 2024.

#### Community Bulletin Board and Upcoming Events (September 18 to the Present):

- September 11<sup>th</sup> –24<sup>th</sup> – First Annual Quinnipiac Chamber Event
- September 25<sup>th</sup> – October 1<sup>st</sup> – Clean Energy Task Force
- October 2<sup>nd</sup> – 8<sup>th</sup> – North Haven Magazine – Town Trek
- October 9<sup>th</sup> – 15<sup>th</sup> – North Haven Garden Club – Scarecrow Contest
- October 16<sup>th</sup> – 22<sup>nd</sup> – North Haven Congregational Church, Harvest Fair
- October 23<sup>rd</sup> – 29<sup>th</sup> – Annual Prescription Drug Take Back Event
- October 30<sup>th</sup> – November 5<sup>th</sup> – Annual Senior Center Holiday Fair
- November 6<sup>th</sup> – 12<sup>th</sup> – St. John's Church – Christmas Bazaar
- November 20<sup>th</sup> – 26<sup>th</sup> - Pond Hill Baptist Church – Holiday Celebration
- November 27<sup>th</sup>- December 10<sup>th</sup> - North Haven Magazine - Invasion of the Elves, Elf A Con
- December 11<sup>th</sup> – 17<sup>th</sup> - Pond Hill Baptist Church – Holiday Celebration

#### V. Old Business

Mary Lou Stamp advised at the Peter's Rock Fall Festival there was a discussion with members of the Peter's Rock Association and Mike Freda about the need for lumber to repair existing bridges. Mary Lou volunteered to supply the lumber through her company and asked if it is still needed or if it is going to be supplied by the town. Joanne Chvisuk from Peter's Rock Association stated that the town will be supplying what they need, and they are working on a list.

#### VI. New Business

Appoint one member to Open Space Advisory Committee: Keith Macdowall made a motion to nominate Mary Lou Stamp as the representative for the Open Space Advisory Committee, seconded by Bob Kowalewski. All were in favor.

Mary Lou Stamp advised that the contents of the Orchard Hill 1972 graduating class time capsule are on display at the Historical Society. The Historical Society is also having an Open House on December 3<sup>rd</sup>.

#### VII. Public Participation:

Joanne Chvisuk from Peter's Rock Association attended the meeting to address items needed for Peter's Rock Park such as trash cans, flags, and signs. Lynn Sadosky advised Joanne to send her a list of what is needed to be forwarded to Field Operations as well as additional information on the signs requested.

VIII. Adjournment:

Chairman Centone asked for a Motion to Adjourn. Motion made by Mary Lou Stamp, seconded by Joan Walsh. All were in favor and the meeting was adjourned at 6:28p.m.

In observation of Martin Luther King Day, the next meeting of the Parks and Recreation Commission will take place on **Tuesday**, January 16, 2024 at 5:30p.m.