

DRAFT MINUTES/APPROVED

To: Parks & Recreation Commission Members
From: Andrew DelVecchio, Assistant Director of Recreation
Re: Parks & Recreation Commission Meeting March 18, 2024

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

I. Attendance:

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

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

II. Election of Officers

First Selectman Michael Freda was not present at the meeting, therefore, Election of Officers was tabled for the May 20th meeting.

III. Acceptance of Minutes:

Mary Lou Stamp made a motion to accept the Minutes of November 20, 2023, seconded by Frank Montagna. All were in favor and the Minutes were accepted unanimously.

IV. Correspondence:

None

V. Director's Report

Lynn K. Sadosky, Director of Public Works

Field and Parks Scheduling (January 1st to July 31, 2024):

- North Haven Track (Runners) (BOE) have been scheduled for Vanacore Field Track from March 16, 2024, through June 9, 2024.
- The North Haven Freshman / Middle Baseball / Junior Varsity Lacrosse (BOE) has been scheduled for Bailey Road field from March 16, 2024, through June 9, 2024.
- The North Haven Softball – (Varsity & Junior varsity), Baseball (Varsity & Junior Varsity) and Junior Varsity Lacrosse (BOE) has been scheduled for Brook Field from March 16, 2024, through June 9, 2024.

- The North Haven Boys and Girls Tennis (BOE) has been scheduled for the North Haven Sports Complex from March 18, 2024, through June 9, 2024.
- The BOE High School Athletics continues to schedule the East and West Turf Fields for its sporting events from March 16, 2024, through June 9, 2024.
- 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 18, 2024, (weather permitting) through August 31, 2024.
- The North Haven Soccer Club has been scheduled for Memorial, Rock Road, and Ridge Road fields. Fields are needed from March 18, 2024, through June 30, 2024 (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 18, 2024, through July 30, 2024.
- The North Haven Youth Lacrosse has been scheduled for the Aces, Vanacore, Recreation and Middle School fields. Fields are needed from March 18, 2024, through June 30, 2024.
- The Diamond Zone 120 Baseball has been scheduled for Grover Wyman Park from March 18, 2024, through August 31, 2024.
- Public Works Field Operations will support efforts for the Annual Easter Extravaganza scheduled for Saturday, March 23, 2024, from 1 P.M. to 3 P.M. on the Recreation Field behind the Pool.
- The Vox Church will host its Annual Easter Egg Hunt on the Town Green on March 30, 2024, at 10 A.M. There is no rain date proposed for the event.
- Recreational Special Olympics has been scheduled for the Vanacore Field Track from April 7, 2024, through May 26, 2024 (Sundays only).
- Adult Recreation Softball at the Gateway Complex and Grover Wyman fields. Fields are needed from April 10, 2024, through August 14, 2024.
- The Annual Fishing Derby has been scheduled for Saturday, April 13, 2024, from 7 A.M. to 8:30 A.M. at Chapman Sinoway Pond on Upper State Street.
- The Annual Earth Day Celebration as sponsored by the Town's Conservation Commission is being held on April 20, 2024, from 9 AM to 1 PM in the Mildred A. Wakely Recreation Center.
- Max Sinoway is hosting its annual Opening Day Festivities at Montowese Fields on April 27, 2024, at 10 A.M.

- The American Legion will be sponsoring its annual walk-a-thon on April 27, 2024, from 9 AM to 12 NOON around the Town Green to benefit the Children’s Hospital Network.
- The New Haven County Credit Union will host an event on May 8, 2024, on the Town Green promoting children’s programs. The rain date for the event is May 9, 2024.
- The Annual May Market has been scheduled by the North Haven Garden Club in the Mildred A. Wakeley Recreation Center for Saturday, May 11, 2024.
- The North Haven Memorial Day Parade will be held along the Town Green on May 25, 2024, with a Rain Date of June 1, 2024.
- The 2024 Annual Summer Concert Series (15 concerts this year) is scheduled to start Tuesday, May 28, 2024, and continue each Tuesday evening through September 3, 2024, on the Town Green.
- The North Haven High School Band will host its annual concert on the Town Green on May 29, 2024. No rain date has been proposed.
- North Haven Annual Pride Day Event will be held on the Town Green on June 8, 2024. A rain date of June 9, 2024, has also been proposed.
- The BOE Strength and Condition Camp on the Vanacore Field Track from June 24, 2024, through August 9, 2024.
- The Recreation Special Olympics for Blakeslee softball field (Mondays only) from June 24, 2024, through September 3, 2024.
- St. Theresa’s Church Carnival has reserved the Showmobile for use at its annual Carnival for July 17, 18, and 19, 2024.

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 completed the bandshell as of December 15th. The two playscapes were constructed in December and completed for use as of January 2, 2024.

At this time, the Town continues to work with its electrician (Mercury Electric) on lighting to be installed on the Bandshell structure and Creative Recreation, LLC. on the proposed TREX stage construction.

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, and continues today.

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, is expected to conclude on/before March 31, 2024.

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.

It was decided that the Town would instead secure additional grant funds under LoCIP to cover the costs associated with the backstop and associated fencing. As such, the Town issued a Purchase Requisition in the amount of \$49,965 to Frankson Fence who commenced its work March 1, 2024, to replace the dilapidated backstop and fencing. Frankson Fence successfully completed its work on March 8, 2024.

The Town of North Haven plans to rebid the Project for the Bailey Road Baseball Field as soon as Brozek and DeMayo Fields are completed by DeRita and Sons Construction Company and turned back over to the Town for play (in Summer 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, 2023, 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 Lighting Project was successfully completed on February 26, 2024.

LED Lighting at Memorial Field

Through the Town of North Haven Bid's for on-call Electric Services, Mercury Electric, LLC. was selected as the apparent low bidder and was awarded the Town's on-call Electrical Contract. Mercury Electric provided the Town with a Bid for the replacement and upgrade to LED Lighting at the Town's Memorial (Soccer) Field on Broadway.

The Town issued a Purchase Requisition on December 4, 2023, for a 'not to exceed' value of \$26,428.22. Because the work requires a lift to access the lighting stanchions, and because the field has been extremely wet, soggy, and unstable for such a lift, Mercury Electric, LLC. and its work has been placed on hold awaiting a dry weather period. Currently, Mercury Electric, LLC. has all the materials and supplies and the lift is available as soon as the weather breaks. It is estimated that the work for the LED Lighting upgrades will be completed sometime between March 31, and April 15, 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 issued a Purchase Requisition to Connecticut Roofcrafters LLC., for a 'not to exceed' value of \$554,893. A Project Kickoff meeting has been scheduled with CT Roofcrafters and members of Recreation, Public Works, and Finance on March 19, 2024. The project is expected to start in April 2024 and conclude by November 2024.

Community Bulletin Board and Upcoming Events (January 1st to the Present):

- February 5th – February 11th – North Haven Congregational Church
- February 19th – March 3rd – North Haven High School Musical
- March 4th – March 10th – North Haven Women's Club
- March 25th to March 31st – Scout Troop 81 for Annual Ziti Dinner
- April 1st – May 5th – Child Abuse Awareness Month
- May 6th – May 12th – May Market North Haven Garden Club
- May 27th – June 2nd – St. John's Church Tag Sale
- June 3rd – June 9th – Pride Day Event on Town Green
- September 9th – September 15th – US Wealth Management Shred Event
- September 16th to September 22nd – Wine and Roses Event Rotary
- November 4th to November 10th – Pancake Breakfast Rotary

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, 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, March 23, 2024. The event will run from 1:00 – 3:00. It will be held in the recreation building and the egg hunt will be on the field behind the recreation building. There will be face painting, crafts, and selfies with the Easter Bunny.

Registration for the adult softball league will begin March 18th. League play will be on Wednesday evenings. Play begins April 10th weather permitting.

Planning continues for summer playground, day camp and sport camps. The camps are tentatively scheduled to run June 24th through August 2nd. The Day Camp will be at the recreation building and a Playground site will be at Montowese School.

Registration for Spring programs began March 1st. Swim Lessons will not be offered because of the new roof construction.

The 29th Annual Fishing Derby is scheduled for Saturday, April 13, 2024 at Sinoway Pond. Check-in will be 6:15 – 7:00a.m. Fishing runs 7:00 to 8:30a.m. Presentation of awards and trophies will immediately follow. All safety protocols will be adhered to.

Program information is offered online on the town website and the Recreation Facebook page. Paper brochures will be available at the pool and recreation buildings.

Concert dates are May 28th to September 3rd.

The playscapes behind the recreation building have been installed.

Winter programs have concluded.

North Haven High School Boys Coop Swim team's season has finished.

The Tree Lighting Event was successful but rainy.

The lighting of the Menorah on the Town Green was well attended.

VI. Old Business

None

VII. New Business

Lynn Sadosky advised that she was made aware of vandalism at Peter's Rock Park including damage by ATVs and graffiti. She met with members of the Peter's Rock Park Association and applied for a DEEP grant for supplies and labor for park improvements. The award results will be available in May.

VIII. Public Participation:

Mary Lou Stamp advised the Historical Society is planning a dedication for Heaton Field at the library. Also, there will be a Bob DeMayo book signing on Saturday, April 6th at the High School.

IX. Adjournment:

Chairman Centone asked for a Motion to Adjourn. Motion made by Joan Walsh, seconded by Bob Kowalewski. All were in favor and the meeting was adjourned at 6:02p.m.

The next meeting will take place on Monday, May 20, 2024 at 5:30p.m.