

DRAFT MINUTES/UNAPPROVED

To: Parks & Recreation Commission Members
From: Andrew DelVecchio, Assistant Director of Recreation
Re: Parks & Recreation Commission Meeting May 20, 2024

Meeting was called to order by Vice Chair, Mary Lou Stamp at 5:30p.m.

I. Attendance:

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

Commissioners Absent: Al Centone, Frank Montagna

Staff Present: Michael J. Freda, First Selectman
Lynn Sadosky, Director of Public Works
Andrew DelVecchio, Assistant Director of Recreation
Jennifer Klein, Secretary

II. Election of Officers

First Selectman Michael Freda was present to address three orders of business: entertaining nominations for Chairperson, Vice Chair and Secretary for the Parks and Recreation Commission. Mary Lou Stamp made a motion to nominate Al Centone as Chairperson, seconded by Bob Kowalewski. Bob Kowalewski made a motion to nominate Mary Lou Stamp as Vice Chair, seconded by Keith Macdowall. Bob Kowalewski made a motion to nominate Frank Montagna as Secretary, seconded by Joan Walsh. All were in favor of each nomination.

III. Acceptance of Minutes:

Keith Macdowall made a motion to accept the Minutes of March 18, 2024, seconded by Bob Kowalewski. All were in favor and the Minutes were accepted unanimously.

IV. Correspondence:

None

V. Director's Report

Andrew DelVecchio, Assistant Director of Recreation

The 29th Annual Fishing Derby was Saturday, April 13, at Sinoway Pond on Upper State Street. There was an enthusiastic but small turnout. Trophies were given for the biggest fish, first caught and first to five. Dunkin Donuts provided munchkins and coffee. Hot dogs were provided by the Town. Andy

extended a special thank you to Dunking Donuts, DJ's Cards and Comics, Southern CT Tackle, the North Haven Firemen's Union, Public Works and Field Operations for their assistance with the event.

The Annual Easter Eggstravaganza was Saturday, March 23, at the Recreation Center. Activities included selfies with the Easter Bunny, face painting, a jellybean guess, an egg toss contest, an egg race, and other games for the children. Rainy weather forced the egg hunt to be held in the gym. Each child received a bag of chocolate eggs when leaving the event. There was a great turnout despite the foul weather.

April 22nd kicked off registration for summer programs.

Interviews were conducted for summer camp counselor positions. Summer staff orientation will be held June 12th 2:30 – 5:30p.m. Staff will work from June 24 to August 2. Day Camp will be held at the Recreation Center. The Playground Camp will be at Montowese Elementary School.

Pool roof replacement is scheduled to begin the week of July 15.

Pool maintenance will coincide with the roof replacement.

Recreation building maintenance will be scheduled after the conclusion of summer programs.

Adult Softball started on April 10th with 7 teams.

Music Under the Stars will run from Tuesday, May 28th to September 3rd. There will be 15 shows.

Volleyball, Fencing, Wrestling, Tennis, and Running camps will be offered this summer.

Special Olympics programs include Bocce, Golf, Swimming, Track & Field, and Unified Softball.

The Historical Society will be having an Ancestor Road Show on June 1st 10:00a.m. – 5:00p.m. at the Recreation Center.

Lynn K. Sadosky, Director of Public Works

Field and Parks Scheduling (April 1st to September 30, 2024):

- North Haven Track (Runners) (BOE) have been scheduled for Vanacore Field Track through June 9, 2024.
- The North Haven Freshman / Middle School Baseball / Junior Varsity Lacrosse (BOE) has been scheduled for Bailey Road field 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 through June 9, 2024.

- The North Haven Boys and Girls Tennis (BOE) has been scheduled for the North Haven Sports Complex through June 9, 2024.
- The BOE High School Athletics continues to schedule the East and West Turf Fields for its sporting events 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 through August 31, 2024 (weather permitting).
- The North Haven Soccer Club has been scheduled for Memorial, Rock Road, and Ridge Road fields. Fields are needed 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 through July 30, 2024.
- The North Haven Youth Lacrosse has been scheduled for the Aces, Vanacore, Recreation and Middle School fields. Fields are needed through June 30, 2024.
- The Diamond Zone 120 Baseball has been scheduled for Grover Wyman Park through August 31, 2024.
- Recreational Special Olympics has been scheduled for the Vanacore Field Track through May 26, 2024 (Sundays only).
- Adult Recreation Softball at the Gateway Complex and Grover Wyman fields. Fields are needed through August 14, 2024.
- The Annual Fishing Derby was held on 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 was held on April 20, 2024, from 9 AM to 1 PM in the Mildred A. Wakely Recreation Center.
- Max Sinoway hosted its annual Opening Day Festivities at Montowese Fields on April 27, 2024, at 10 A.M.
- The American Legion sponsored 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 hosted an event on May 8, 2024, on the Town Green promoting children's programs.
- The Annual May Market was held by the North Haven Garden Club in the Mildred A. Wakeley Recreation Center on Saturday, May 11, 2024.

- The Agency on Aging has reserved the Town Green for its annual Staff Appreciation Lunch on May 31, 2024, thanking its volunteers and staff from 11:30 AM to 2:30 PM.
- 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 2023 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 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.
- The Annual Toy Drive for the Sons and Daughters of Italy is scheduled on the Town Green for July 20, 2024, from 10 AM to 1 PM (no rain date scheduled).
- The Pond Hill Baptist Church will host a Summer Movie Night on the Town Green on July 26, 2024, with a rain date of July 27, 2024.
- The Pond Hill Baptist Church will host a Summer Movie Night on the Town Green on August 23, 2024, with a rain date of August 24, 2024.
- The Quinnipiac Chamber of Commerce will be hosting its annual Business Expo on the Town Green on September 21, 2024, from 8 AM to 4 PM, with a rain date of September 22, 2024.

Old Business

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 work is expected to continue through the Summer of 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).

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:

The Mildred A. Wakely Recreational playscape and Town Green bandstand were completed by Creative Recreation, LLC.

The LED Lighting at Brozek and DeMayo Fields along with the LED Lighting on the All-Purpose Field were completed by MUSCO Sports Lighting.

The Turf Field 1,061 pp capacity Grandstand and associated Press Box was also completed by the Dant Clayton Corporation.

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. The work for the LED Lighting upgrades was completed on May 17, 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. There is a 12-week lead time on roofing materials and supplies. Construction demolition of the existing pool roof is expected to start on July 15, 2024. The pool will be closed to the public through August 15, 2024. Construction for the entryway roofs is expected to conclude by November 2024.

CT DEEP Trails Grant

The Department of Public Works met with members of the Peter's Rock Park Association to discuss the much-needed park improvements and maintenance. The Department then completed the Connecticut Recreational Trails Program Grant Application as administered through the State of Connecticut Department of Energy and Environmental Protection (CT DEEP). The Grant Application was due and submitted on March 11, 2024. If awarded, the \$40,000 requested for improvements will be announced by the CT DEEP on/before the end of June 2024.

Funds if awarded, would be allocated to the following Peter's Rock Park needs:

Benches and ADA compliant picnic tables comprised of Trex materials. Lumber and associated hardware needed for the repairs to the various Eagle Scout Bridges currently damaged during past storms. Trail repairs and Park entrance signage. Planting bed materials and associated supplies for the park entrance (s). Litter collection, receptacles and more.

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 13th – May 19th – North Haven Congregational Church Tag Sale
- May 27th – June 2nd – St. John's Church Tag Sale
- June 3rd – June 9th – Pride Day Event on Town Green
- September 2nd – September 8th – Quinnipiac Chamber of Commerce Business Expo
- September 9th – September 15th – US Wealth Management Shred Event
- September 16th to September 22nd – Wine and Roses Event Rotary
- October 14th – October 20th – North Haven Congregational Church Women's Fair
- October 21st – November 3rd – Senior Center Holiday Fair
- November 4th to November 10th – Pancake Breakfast Rotary

VI. Old Business

None

VII. New Business

Kiosk at Chapman Sinoway Park Trails

On April 15, 2024, the North Haven Trail Association contacted the Department of Public Works about installing an informational kiosk at the head of its Chapman Sinoway Park Trail. A handout showing the dimensions of the kiosk as well as the proposed location at Chapman Sinoway Park were included for

discussions, review, and approval by the Parks and Recreation Commission members. Following a brief discussion among the Commission, Keith Macdowall made a motion to accept the request, seconded by Chris Pagan. All were in favor.

Meeting Dates

Parks and Recreation Commission Meeting Dates through November 2025 were distributed. Joan Walsh made a motion to accept the meeting dates seconded by Bob Kowalewski. All were in favor.

VIII. Public Participation:

Joanne Chvisuk from Peter's Rock Association advised the Commission that she submitted Peter's Rock Association to The Community Foundation for Greater New Haven to be a part of The Great Give for the second year. She advised that they were the only organization from North Haven on the list and suggested that other non-profit organizations in town should consider being involved in the future.

IX. Adjournment:

Vice Chair Stamp 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 6:14p.m.

The next meeting will take place on Monday, September 16, 2024 at 5:30 p.m.