

DRAFT MINUTES/UNAPPROVED

To: Parks & Recreation Commission Members

From: Andrew DelVecchio, Assistant Director of Recreation

Re: Parks & Recreation Commission Meeting January 21, 2025

Meeting was called to order by Chair, Al Centone at 5:27p.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. Acceptance of Minutes

Frank Montagna made a motion to accept the Minutes of November 18, 2024 seconded by Mary Lou Stamp. All were in favor and the Minutes were accepted unanimously.

III. Correspondence

None

IV. Director's Report

Andrew DelVecchio, Assistant Director of Recreation

The annual Tree Lighting Ceremony was held on Sunday December 8, 2024. Hundreds of children and their parents enjoyed the festivities held in the Recreation building and on the Green which included face painting, ornament and craft making, games, and selfies with Santa in Santa's Wonderland. The Music Center of North Haven entertained the crowd with a variety of holiday music. There was caroling on the Green led by the North Haven High school concert choir. The Father Donaher K of C and the VOX Church provided refreshments. The day culminated with the lighting of the tree on the Town Green. Andy thanked the Recreation Department staff, the North Haven Police, Fire, Public Works and CERT Team, Father Donaher K of C, Vox Church, the NHHS Concert choir, and the Music Center of North Haven. The Tree Lighting would not be possible without their assistance.

The Lighting of the Menorah on the Town Green was Monday December 30, 2024. Rabbi Moshe Hecht of Chabad of Hamden and Mr. Sherman Katz coordinated the event. There were

hot latkes, donuts, and refreshments. Music provided by a quartet who performed traditional liturgical Hanukkah songs.

Winter recreation and pool programs are in session. There is a waiting list for swimming lessons. Teeny Tots, Tiny Tots, Ultimate Ball Time, dance, and gymnastics are being offered. New programs this winter are tumbling, cupcake decorating, Friday Sports Fun, Craft Program for Kids, Zumba, and Balance through Strength.

North Haven High School Boys Co-op Swim team is comprised of the following schools: North Haven, East Haven, Guilford, and North Branford. Their season started the last week of November.

Summer employment applications are currently being accepted.

The Fishing Derby is scheduled for Saturday April 12, 2025. Check in is at 6:15am. Fishing is from 7:00 – 8:30am. Refreshments will be provided. Prizes will be raffled off. Trophies will be awarded for 1st fish caught, largest fish, and 1st to catch five.

The Easter Eggstravaganza event is scheduled for Saturday April 19, 2025. The Easter Bunny will be there to greet the public and take selfies. There will be an Easter egg hunt, activities, and crafts for the children.

The adult softball league is scheduled to begin Wednesday April 10, 2025. Registration begins the first week of March.

The summer concert series will run from May 27 to September 2, 2025

Playground and Day Camp will run June 23 through August 1, 2025.

Lynn K. Sadosky, Director of Public Works

Field and Parks Scheduling (November 18, 2024, to Present):

- Youth Football concluded their Fall Season on Gateway Complex, and Sunday games on the Turf Field through November 24, 2024.
- On December 8, 2024, from 3 to 5 PM, the Town's Recreation Department held the Annual Tree Lighting Ceremony on the Town Green.
- On December 14, 2024, from 9 AM to 3 PM, Stephen Gambardella and Michael Onofrio held their annual Holiday Toy and Food Drive on the Town Green.

Old Business

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

The approved June 6, 2022, resolution included “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 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 conclude this Spring 2025.

Replacement of the Walter Gawrych Pool Roof

Through the State’s Department of Administrative Services (DAS) bidding process, the Town entered a Contract with successful bidder - Connecticut Roofcrafters, LLC. for the replacement of the existing insulated Walter Gawrych Pool Roof. Connecticut Roofcrafters LLC., was responsible for replacing all insulated pool roof panels, and scraping/re-painting the entry way roofs, gutters, and some steel sheeting.

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 pool was closed for construction through October 21, 2024. Construction for the entryway roofs commenced in November and December 2024 and all roof replacement related work concluded on January 20th.

Urban Act Grant #1 - Bailey Road Baseball Field Improvements

On December 8, 2022, 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 was 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 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; however, all bids were above the project's available budget and therefore REJECTED.

The Town plans to COMBINE this project with Urban Act Grant #2 (see below) and rebid the Project in Spring of 2025.

Urban Act Grant #2 – DeMayo and Bailey Road Athletics Complex

On June 7, 2024, State Representative David Yaccarino announced that the State's Bonding Commission approved of a \$500,000 Urban Act Grant for the Town of North Haven to finance the field improvements at its DeMayo and Bailey Road Athletic Complexes. This grant was awarded through the State of Connecticut's Department of Economic and Community Development (CT DECD).

On January 6, 2025, the Director of Public Works, after several discussions with DECD, followed up with the assigned Project Manager for the Grant Project. The Town has formally requested that funds and oversight for the Urban Act Grant #1 and Urban Act Grant #2 projects be COMBINED to form one Athletic Facilities Improvement Project for a NTE of \$750,000, overseen by the CT Department of Energy and Environmental Protection (the CT DEEP normally oversees all State Funded athletic projects).

The Town plans to utilize Weston and Sampson Engineers for the Project, including the Construction Design, Plans and Bid Specifications, and Construction Administration services.

The Scope of Work under this Urban Act Grants may include, but not be limited to irrigation, ADA compliant bleachers, and asphalt walkways on Bailey Road Baseball Field; javelin runway on Vanacore Track and Field; Wi-Fi and Ethernet for the Vanacore Track and Field and Turf Complexes; Softball netting at Brozek Field; and improvements to the DeMayo Complex tennis courts.

New Business

Capital Bonding Special Town Meeting, January 7, 2025

On January 7, 2025, a Special Town Meeting was held in Memorial Town Hall, Conference Room #1, for the purposes of requesting Capital Bond Funds be issued to complete several Capital Projects, including: Structural Steel Repairs for the Walter Gawrych Pool Roof Substructure (\$250,000), Masonry Repair and Painting of Town Hall Annex (\$45,000), Masonry Repair, Roof Patching, and Painting of the Mildred A. Wakley Recreation Building (\$75,000), Siding and Door Repair and Painting at Joyce C. Budrow Senior Center (\$25,000), and Masonry Repair, Roof Repair, and Painting at Memorial Town Hall (\$55,000).

The residents approved of the Motion to Issue Capital Bond Funds for the various Capital Projects at Town Buildings. Work at the various facilities may commence as early April 2025.

Repairs for Walter Gawrych Pool Roof Substructure

In October 2024, while CT Roofcrafters, LLC, were removing and replacing the insulated pool roofing panels, the Town was advised of areas of Purlin (substructure) damage, isolated steel flange damage, and isolated rusted areas, which would need further attention and repairs after the insulated roofing project was completed. The Town hired Fuss and O'Neill structural engineers of New Haven, Connecticut to develop Bid Specifications and Plans for the various repairs to areas by the walls and over the pool itself.

The Town plans to publicly Bid the repair work, including a mandatory Pre-Bid Walk-through of the Project – during the summer of 2025. The Repair Work will require the Town briefly close the Pool for public use (4 +/- weeks).

2025 Small Town Economic Assistance Program (STEAP) Grant

On January 9, 2025, the State of Connecticut's Office of Policy and Management (OPM) issued an announcement of available Funding and formally opened the 2025 Small Town Economic Assistance Program (STEAP) Grant Applications. Applications for the 2025 STEAP are due on or before February 20, 2025, with an estimated award announcement date of April 3, 2025. The total STEAP grant amount a municipality can receive this fiscal year is \$1,000,000. A 20% municipal match for the total project is preferred and match funds must be municipal funds, not from other State and/or Federal grants.

The Town plans to submit a 2025 STEAP Grant Application for the following "Recreational Facility Improvements" and "Infrastructure Improvements to Public Buildings", including improvements proposed at: the Walter Gawrych Pool, the Mildred A. Wakely Recreation Center, the Cultural Center, the Memorial Town Hall, and the Town Hall Annex.

Community Bulletin Board and Upcoming Events (Calendar Year 2025):

- February 17th – February 23rd – North Haven High School Play
- February 24th – March 2nd - North Haven High School Play
- September 8th – September 14th – Shred Event – US Wealth
- October 20th - October 26th – Senior Center Holiday Fair
- October 27th – November 2nd – North haven Congregational Women's Fellowship
- December 8th - December 14th – St. John's Church – Church Holiday Fair

V. Old Business

Mary Lou Stamp reported that there have not been any Open Space Advisory Committee meetings. Lynn Sadosky advised that the project involving 61 Quinnipiac Avenue includes a piece of land to be donated to Peter's Rock.

VI. New Business

Usage Agreements

Lynn Sadosky requested information from Jeff Donofrio, Town Attorney regarding the authority of the Parks and Recreation Commission members to address safety concerns when the youth sports leagues are using the town fields. Lynn Sadosky stated Attorney Donofrio advised if town staff wishes to impose requirements upon the Sporting Leagues that the town would need to draft a Usage Agreement. Attorney Donofrio provided an example "Facility Rental Application" developed for the Town of Cheshire. This Application was shared with all Commission members. The Commission discussed safety concerns witnessed at various youth sporting events. Following the discussion, Al Centone made a motion that Andy DeVecchio work on a Usage Agreement that would require all youth sports that use Town of North Haven Fields to appear before the board to present their league representatives (Board Members), their safety policies, and answer questions from the Commission members, seconded by Mary Lou Stamp. All were in favor.

VII. Public Participation

None

VIII. Adjournment

Chairman Centone asked for a Motion to Adjourn. Motion made by Bob Kowalewski, seconded by Joan Walsh. All were in favor and the meeting was adjourned at 6:26p.m.

The next meeting will take place on Monday, March 17, 2025 at 5:30p.m.