

DRAFT MINUTES/APPROVED

To: Parks & Recreation Commission Members
From: Eileen Pettit, Assistant Director of Recreation
Re: Parks & Recreation Commission Meeting May 19, 2014

Meeting was called to order by Chair, Mary Lou Stamp at 5:34pm.

I. Attendance:

Commissioners Present: Joe Cappucci, Al Centone, Suzanne Lewis, Frank Montagna, Susan Puzycki, Mary Lou Stamp.

Staff Present: Eileen Pettit, Assistant Director of Recreation
Lynn Sadosky, Director of Public Works
Jennifer Klein, Secretary

II. Acceptance of Minutes:

Al Centone made a motion to accept the Minutes of March 17, 2014, seconded by Joe Cappucci. All were in favor and the Minutes were accepted unanimously.

III. Correspondence:

Ms. Sadosky received a letter from Gale Iannone, member of the Sons & Daughters of Italy Lodge 2805. She is requesting to put up a table at the summer concerts to display information about an upcoming fundraising event on July 19, 2014.

Ms. Sadosky read a letter received from Mary Federico, Montowese School Principal. They would like to dedicate their new playground to Matthew Jacques, a Montowese first grader that passed away on September 26, 2013. They are asking permission to have a plaque with Matthew's name as well as a bench at the playground.

Ms. Stamp received a letter from 203 Urgent Care requesting to have an outdoor summer movie night that will be free of cost. 203 Urgent Care would provide all the equipment. They are requesting approval to use the Town Green. 203 Urgent Care will be responsible for set-up, break-down, materials, equipment and trash.

Ms. Stamp received a verbal request from the Columbus Day Parade Committee to have a table on the Town Green during the summer concerts to publicize the Columbus Day Parade.

IV. Director's Report

Eileen Pettit, Assistant Director of Recreation

The Annual Easter event took place on Saturday April 12th. The event was well attended and everyone had a great time. Ms. Pettit gave a special thanks to Ellen Gomes and Lorrie Maiorano from Calcagni

Real Estate for volunteering to judge the Easter Bonnet and Top Hat contests. This was Ellen's 19th year as our judge.

The 21st Annual Fishing Derby took place on Saturday, May 3, 2014 at Sinoway Pond on Upper State Street. Close to 200 children registered for this event. Ms. Pettit reported that the event was very successful again this year and that the weather cooperated. Ms. Pettit gave a special thanks to the following for sponsoring and donating to the event: Tom Villano, McDonald's of Washington Avenue, Dunkin' Donuts of Washington Avenue, Dairy Queen of Whitney Avenue, Double J. Sound, DJ's Comics and Cards, J Roos, Uncle B's Bait and Tackle, Southern CT Tackle, Athena II Diner, Town of North Haven Public Works Union, Lunker City, Fran's Learning Center, Edible Arrangements of North Haven, Scotty's Breakfast Connection, Hal Brown Sporting Goods.

Summer registration has begun for both recreation and pool programs. Camps begin June 30th

Pool hours are changing as of June 30th for the summer.

Pool and Recreation Center maintenance has been scheduled. The pool will be closed August 10- 17. The Recreation Center will be closed for programs and meetings August 18 – August 29th. The gym floor will be refinished on August 28th and 29th.

Reminder: Music Under the Stars will begin on Tuesday, June 10th and run through August 26th.

Lynn K. Sadosky, Director of Public Works

Public Works scheduled the North Haven Youth Lacrosse Club on the Aces, Recreation and Middle School fields. Fields are needed from mid April through June 15, 2014;

Public Works scheduled the North Haven Soccer Club on Memorial, Rock Road and Ridge Road fields. Fields are needed from March 29, 2014 through portions of July and August;

Public Works scheduled Recreational Special Olympics for the Vanacore Field Track from March 16, 2014 through June 1, 2014 (Sunday's only);

Public Works scheduled Recreational Special Olympics for the Grover Wyman Field for Flag Football from September 21, 2014 through November 9, 2014 (Sunday's only);

Public Works scheduled and will prepare fields for Recreation Special Olympics for Green Acres softball field (Wednesday's only) from July 2, through September 3, 2014;

Public Works scheduled Adult Recreation Softball at the Gateway Complex and Grover Wyman fields. Fields are needed through August 28, 2014;

Public Works scheduled the North Haven Girl's Softball Sundown League for Gateway Fields 2 – 7. Fields are needed through July 31, 2014;

Public Works scheduled Max Sinoway Baseball at Montowese, Gateway, Green Acres, Clintonville School, and Brook fields. Various fields are needed through July 31, 2014;

Max Sinoway hosted its annual Opening Day Festivities at Montowese Fields on Sunday, May 4, 2014. The event was very successful and well attended;

Public Works scheduled the American Legion – Junior and Senior Leagues at the North Haven Sports Complex (DeMayo Field) and Bailey Road field. Fields are needed through July 31, 2014;

Public Works scheduled the North Haven Track (Runners) (BOE) for Vanacore Field Track through June 20, 2014;

Public Works scheduled the North Haven Freshman Baseball (BOE) at Bailey Road field through June 2, 2014;

Public Works scheduled the North Haven Junior varsity Baseball and Softball (BOE) for Brook Field and the Sports Complex (DeMayo Field) through June 13, 2014;

Public Works scheduled the North Haven Boys and Girls Tennis (BOE) at the North Haven Sports Complex through June 13, 2014;

Public Works participated in the Annual Earth Day Celebration as sponsored by the North Haven Conservation Commission on Saturday, April 5, 2014 in the North Haven Middle School;

The Annual Fishing Derby was held on Saturday, May 3, 2014 at Chapman Sinoway Pond on Upper State Street. The event was successful and well attended;

The Annual May Market has been scheduled for the North Haven Garden Club on the Town Green for Saturday, May 10, 2014;

The Annual Memorial Day Parade has been scheduled for Saturday, May 24, 2014, along the Town Center and Town Green;

Animal Haven has been scheduled for the Town Green on Saturday, May 31, 2014, for their Annual Tag Sale with a rain date of Sunday, June 1, 2014;

The Annual Summer Concert Series (12 concerts this year) is scheduled to start Tuesday, June 10 (Vinnie Carr and Rich DiPalma) and continue each Tuesday evening through August 26, 2014;

The North Haven High School Band has reserved the Town Green for Monday, June 16, 2014;

The Pond Hill Baptist Church has been scheduled for the Town Green on Friday, July 11, 2014 for Movie Night with a rain date of Saturday, July 12, 2014;

USAELITE Softball has confirmed their fourth college recruiting softball event for July 16th – 20th, 2014. Like the prior events (2011 to present), it is expected that this event will draw recruits, their families, coaches and members of the public to North Haven for the event.

Old Business – Public Works

Grover Wyman Park Playscape Project – the Town received plans and specifications from Leathers and Associates regarding the Rehabilitation of the existing Playscape at Grover Wyman Park. The project, which is funded 100% through State of Connecticut Local Capital Improvement Program (LoCIP) dollars, has an assigned Bid Opening of May 19, 2014 at 10 A.M. There were no bidders.

Canna Park Playscape Project – Creative Recreation, low bidder for the project, installed the new

playscape and swing sets from Miracle Play Equipment during the week of Monday, April 28, 2014. The project was completed on Friday, May 2, 2014. The project was fully funded by a Small Town Economic Assistance Program (STEAP) Grant for \$127,250.

Recreation Field Rehabilitation Project – The Rehabilitation of the Recreation Field, which includes the installation of an irrigation system, associated water and electrical utilities, soils testing and enhancements and prepared to the approximate size of a boy's Lacrosse field was awarded to Aqua Turf of Orange. The project is fully funded through the State of Connecticut's Local Capital Improvement Program (LoCIP). The project will commence on or after August 2, 2014, when the Recreation Department concludes their summer programs.

Small Town Economic Assistance Program (STEAP) Grant Applications – Public Works prepared grant applications for the State's Office of Policy and Management (OPM) which were submitted on April 15, 2014. Applications related to Parks and Recreation include: Refurbishment of the Vanacore Field Track, Visitors Bleachers, Perimeter Fencing (\$288,500); Refurbishment of Montowese Park Playscape, Bleachers, Fencing, Parking Areas, Flag Pole, Split Rail fencing and creation of Picnic Viewing Area (\$238,000).

New Business – Public Works

Mill Road Field Irrigation System – Public Works is developing Bid specifications and Plans for the installation of an irrigation system and associated water and electrical utilities related thereto. Once these documents are finalized a funding request will be submitted through the State of Connecticut's Local Capital Improvement Program (LoCIP). The project is estimated to cost approximately \$50,000. Pending funding approval and Bid results – the project is likely to be completed within 2 weeks time.

V. Old Business

Jimmy V. Foundation: Ms. Sadosky sent a letter to Jimmy V. Foundation advising there is no alcohol permitted on Town of North Haven fields or in Parks. She has not heard from anyone, but stated their intention was still to participate in the Annual Foundation Event.

VI. New Business

New Commission Member: Ms. Stamp welcomed Robert Kowalewski, who was appointed by the Board of Selectmen on May 1, 2014 to complete Michael Pomichter's term. He will be joining the next meeting.

Meeting Dates: Parks and Recreation Commission Meeting Dates through November 2015 were distributed and unanimously approved by the Commission members.

Montowese School Playground Dedication: Following a discussion among the Commission members, Joe Cappucci made a motion to dedicate the new playground at Montowese School to Matthew Jacques, seconded by Frank Montagna. All were in favor.

203 Urgent Care Movie Night: Ms. Stamp and Ms. Sadosky will be in contact with 203 Urgent Care to discuss further what they are requesting for the outdoor movie night.

Non-profit Requests for Tables at Summer Concerts: Ms. Stamp stated she felt it should be allowed as long as they are not selling food and it is a non-profit and it is for an event. Following a discussion among the Commission members, Susan Puzycki made a motion to allow the Sons and Daughters of Italy and the Columbus Day Parade Committee to have a table at the concerts to advertise, seconded by Suzanne Lewis. All were in favor.

Letters to Concert Vendors: Ms. Stamp stated that Ms. Sadosky sent concert vendor letters to the five food vendors that will be on the green for the summer concert series. The five food vendors that will be allowed are: North Haven Rotary, J. Roos Restaurant, Joe's Ice Cream, Corinthian Lodge #63 and Montowese Volunteer Fire.

VII. Public Participation:

None.

VIII. Adjournment:

Chairman Stamp asked for a Motion to Adjourn. Motion made by Al Centone, seconded by Joe Cappucci. All were in favor and the meeting was adjourned at 5:57pm.

The next meeting will take place on Monday, September 15, 2014 at 5:30pm.