

These minutes are subject to approval by the Parks and Recreation Commission

The Parks and Recreation Commission held an in-person meeting on Tuesday, December 12, 2023 with an opportunity for public participation, at the Newtown Teen Center, 53 Church Hill Road, Newtown, CT 06470.

The meeting was called to order by Chairman Clinton DePaolo at 6:03pm.

**Present:** Clinton DePaolo, Warren Spencer, Aaron Britton, Vincent Yanni, David Payne

**Staff Present:** Amy Mangold, Carl Samuelson

**Absent:** Jim Parker, Rose Ann Reggiano

**Public:** Charles Zukowski, Jon Del Pozo, Jen Del Pozo, Carol Ann Davis, Jeff Rubino, Rob Franson

**Public Participation:**

Charles Zukowski of 4 Cornfield Ridge Road with the Bike & Trail Committee relayed that the next tentative site visit would take place at Treadwell Park (usually scheduled for the first Saturday of each month, weather dependent). They will be surveying the trails and the beaver dam site. He inquired whether there are any updates for the plans for the area, such as the disc golf course. Ms. Mangold responded that disc golf course will not disrupt the trails and that we have two concept plans in the works – she will email the plans to Mr. Zukowski. Mr. Samuelson relayed that the beaver dams were removed earlier in the fall.

**See “Old Business” for Newtown Soccer Club public participation.**

**Acceptance of Minutes:**

November 14, 2023 Minutes were accepted.

**Old Business:**

**Discussion and Possible Action**

- **Capital Improvement Plan Update**

The CIP is with the council now. As the council is new, they might be inviting people to attend. If this happens the commission will advise and send representatives.

- **Pickleball Update**

Ms. Mangold presented the Stantec Site Plan Rendering for Fairfield Hills (please see attached). A discussion was held regarding the five proposed locations for pickleball courts. Ms. Mangold relayed that the pickleball constituents have previously favored Site #1. Each proposed site can include up to 10 pickleball courts. Some sites have existing infrastructure for power and lighting.

Ms. Mangold will ask Stantec to revise the plan to show 10 courts at each proposed site, if possible.

The commission discussed many considerations including the following: Site #4 is already used for well-established events, Site #3 is between the Bicycle Playground and Newsylum Brewery and is walkable from the Senior Center. Site #1 is the least expensive option due to the existing use and infrastructure. If it is seen that Site #1 absorbs too much parking, Site #4 could be added to Site #1 to provide additional space for parking. Site #4, near NYA, is located in a very congested area and Commissioner Payne commented that NYA events and High Meadow Field usage along with pickleball would result in very limited parking at peak times.

Commissioner Spencer suggested that in the future, two of the sites could be combined to include 20 courts, if warranted.

Ms. Mangold shared that there are some timeline considerations with regard to making decisions in a timely manner for grants. We have a good shot for a grant which must be applied for by July through STEAP (Small Town Economic Assistance Program). The pickleball constituents also have received approval for \$100,000 through ARPA funding – the timeline requires building by 2026.

The rendering will be discussed with the pickleball committee. This topic will also be discussed further at the January 2024 Commission Meeting when other town locations will be discussed as well.

- **Parks and Recreation Annual Budget**

Ms. Mangold presented the Annual Budget and highlights to the Commission.

Mr. Samuelson spent significant time contacting vendors regarding contractual items. There are significant increases in costs.

Mr. Samuelson presented the Capital Line Items (please see attached).

The Annual Budget was approved including the addition of capital items 3, 4, 5, 7, 8, 9 (\$14,000 split with Land Use) and 11.

- **Newtown Soccer Club**

Representatives of Newtown Soccer Club present are as follows:

Jon Del Pozo, President of NSC, 28 Taunton Lake Drive

Jen Del Pozo, 28 Taunton Lake Drive

Carol Ann Davis, 10 Concord Ridge Drive

Jeff Rubino, VP Travel, 77 Head of Meadow Road

Rob Franson, Treasurer, 15 Winding Brook Road

Chairman DePaolo relayed that Newtown Soccer Club has recently posted meeting minutes as well as tax returns onto their website which is a positive move. He shared that we want for all town clubs to stay on top of the Field Use requirements so that we don't reach a point where dissatisfied parents want to start their own clubs. We want to ensure the endurance of our legacy clubs.

Chairman DePaolo added that many of the items discussed at last month's commission meeting have been addressed by Newtown Soccer Club. Several outstanding questions remain, however, regarding inconsistency with posting of meeting dates. The bylaws were passed at a meeting which was not posted to the members - voting members need to be better advised of meeting dates. Mr. Jon Del Pozo added that they did not inherit a structure from former club management for how participants can become a voting member. At the moment, each team has a designated vote and this is usually implemented by the team manager. Chairman DePaolo commented that each team manager should be made aware of this. Commissioner Spencer shared that the club is entitled to use the system of their choice, but communication about this system is very important – it should be shared with all parents.

Ms. Carol Ann Davis commented that she would like to see a mechanism for more parent designees to vote.

Ms. Jen Del Pozo relayed that all meeting dates have been shared on social media as well as posted to the club website, outside of a certain span of time when the website was under transition. There is, however, no consistent schedule for meeting dates.

A discussion ensued as to how meeting dates are set. Commissioner Spencer suggested that meeting dates be scheduled in advance for an entire year and that they follow a consistent schedule, i.e. the first Thursday of each month, so that all participants (teams, parents, officers) can plan their personal schedules around these regularly scheduled dates. There was a general consensus that this would work well.

Mr. Carl Samuelson suggested that a meeting schedule be sent to Lauren Ravo, Secretary, Parks, so that she can post this online on Team Sideline.

Mr. Del Pozo relayed that he has not received requests from parents asking to be voting members and that the complaints brought forward were from one team.

Ms. Davis expressed that she would like the club to work toward producing a yearly calendar which provides dates for tryouts, training, etc. so that new parents can learn more about important dates for their families.

Mr. Rob Franson, Treasurer, relayed that he posted all tax returns to the club website earlier this week.

Mr. Del Pozo shared that he will put the items discussed in place and will share with those who take over management of the club when his term is over.

Mr. Jeff Rubino, VP Travel, relayed his appreciation of the striping and lining of fields and discussed some possible changes and additions for the spring moving forward.

Ms. Davis asked if the club can erect a lock box for field flags. The Commission answered in the affirmative. Mr. Carl Samuelson asked that the club communicate with the Parks Department before purchasing a lock box and placing it, so that all safety requirements can be reviewed and confirmed.

## **New Business**

### **Discussion and Possible Action**

- **2024 Commission Meeting Calendar**

The proposed schedule for 2024 was presented. No conflicts were reported. The meeting schedule was accepted (please see attached).

- **50<sup>th</sup> Annual Rooster Run**

Ms. Mangold would like to make this monumental 50<sup>th</sup> year a special event. She requested that commission members think about how we can make this event more exciting and spectacular. Some ideas included fireworks, music, food trucks, involvement of Middle School & High School cross country teams and involving the scholarship association in a more significant way.

### **Correspondence:**

No items were mentioned.

### **Chairman's Report:**

Chairman DePaolo will continue communication with the sports groups to ensure that everyone is on the same page.

### **Director's Report:**

- Ms. Amy Mangold relayed that The 39<sup>th</sup> Annual Ram Pasture Tree Lighting was postponed by one week due to rain (postponed to the second Friday of December). Many attendees expressed that they would like to see the event on the second Friday of December in the future as several other tree lighting events take place during the first weekend in December. Maureen Crick Owen was the honored guest to count down the Tree Lighting.
- The Grinchmas party at the Teen Center on Friday, December 8 was a huge success.
- The Maintainers union was settled on Friday on First Selectman Jeff Capeci's first day in office. It was reassuring to all that Mr. Capeci agreed to several requests that were very important to our staff.
- Last week six candidates were interviewed for the two open maintainer positions. We have two potential candidates to whom offers have been made. Both have relevant experience and are solid candidates.
- Ms. Mangold relayed that as a member of the Prevention Council, she is working with the council on some initiatives for the winter and long days ahead and the need for events and activities. Parks and Recreation will try to organize a special winter event, similar to Snow Much Fun which was held in the past only without the ice skating component if the weather remains warmer.

**Assistant Director, Recreation Report**

Please see Ms. Rose Ann Reggiano's report attached.

**Assistant Director, Parks Report**

Please see Mr. Carl Samuelson's report attached.

**Commissioners Out & About:**

Chairman DePaolo participated in The 39<sup>th</sup> Annual Ram Pasture Tree Lighting.

**Motions:**

- Commissioner Vincent Yanni made a motion to accept the November 14, 2023 Minutes. Commissioner Warren Spencer seconded the motion. All voted in favor, the motion passed.
- Commissioner Warren Spencer made a motion to approve the proposed 2024 Commission Meeting Schedule as presented. Commissioner Vincent Yanni seconded the motion. All voted in favor, the motion was passed.
- Commissioner David Payne made a motion to add into the budget capital items 3, 4, 5, 7, 8, 9 (\$14,000 split) and 11. Commissioner Vincent Yanni seconded the motion. All voted in favor, the motion was passed.
- Commissioner Vincent Yanni made a motion to approve the budget as presented, pending bid results. Commissioner Warren Spencer seconded the motion. All voted in favor, the motion was passed.

**Adjournment of Meeting:**

Commissioner Vincent Yanni made a motion to adjourn the meeting.

Commissioner David Payne seconded the motion.

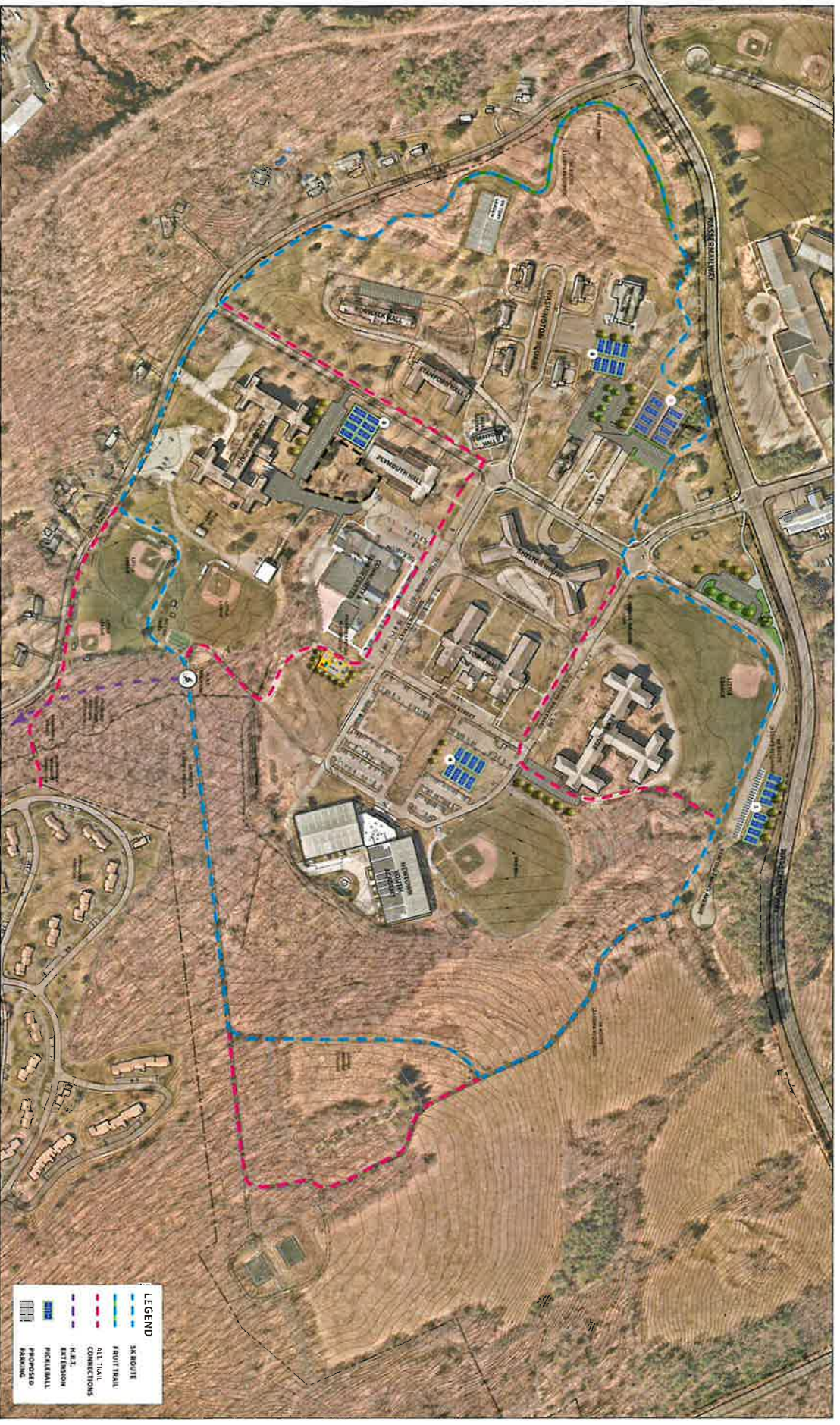
Chairman DePaolo declared the meeting was adjourned at 8:30pm.

The next regular meeting is scheduled is Tuesday, January 9, 2024

Respectfully submitted by,

*Jennifer Balbes, Clerk*





## **Parks and Recreation Commission 2024 Meeting Schedule**



**Meeting are held at 6:00 pm at the Newtown Teen Center, 53 Church Hill Road,  
Newtown, CT 06470.**

Tuesday, January 9, 2024

Tuesday, February 13, 2024

Tuesday, March 12, 2024

Tuesday, April 9, 2024

Tuesday, May 14, 2024

Tuesday, June 11, 2024

Tuesday, July 9, 2024

Tuesday, August 13, 2024

Tuesday, September 10, 2024

Tuesday, October 8, 2024

Tuesday, November 12, 2024

Tuesday, December 10, 2024

8 SIMPSON STREET  
NEWTOWN, CT 06470  
TEL. (203) 270-4340



RoseAnn Reggiano  
Assistant Director Recreation

## **TOWN OF NEWTOWN**

### **PARKS AND RECREATION DEPARTMENT**

[www.newtown-ct.gov/parks-recreation](http://www.newtown-ct.gov/parks-recreation)

**TO:** Parks and Recreation Commission  
Amy Mangold, Director

**FROM:** Rose Ann Reggiano, Assistant Director – Recreation

**DATE:** December 12, 2023

**RE:** Monthly Report

We had our annual Turkey Toss on November 17 and we had around 60 participants. We raised \$540 toward our future pickle ball courts.

Thank you to our donations from Shop Rite of Southbury and Brookfield, Carluzzi's of Newtown, Costco and Big Y.

Big Thank you to all of our volunteers Best Buy crew and all of our high school volunteers, couldn't have done it without them

All summer applications have been mailed out to all summer staff and have been uploaded to our website.

A few applications have already come in.

All summer information for 2024 pavilion rentals, pool memberships, and marina and boat launch is online.

Currently working on our spring and summer programs



MAINTENANCE  
OPERATIONS FACILITY  
2 TRADES LANE  
NEWTOWN, CT 06470  
TEL. (203) 270-4340  
FAX (203) 270-4333



CARL SAMUELSON  
ASSISTANT DIRECTOR, PARKS

## TOWN OF NEWTOWN

### PARKS AND RECREATION DEPARTMENT

#### PARKS AND FIELDS REPORT

**TO:** Newtown Parks and Recreation Commission,  
Amy Mangold, Director

**FROM:** Carl Samuelson, Assistant Director – Parks

**DATE** December 12, 2023

**RE:** Monthly park update and field report

The weather has cooperated a bit more in the past few weeks allowing us to complete some of our fall clean ups as well as winterization of our facilities. Goals have been moved and stored, nets removed, portable toilets picked up as well as winterization of the rest of our facilities. Only the Memorial remains to winterize.

The crew completed constructing the luminaries and set up for the delayed tree lighting this past week.

We had some promising interviews and look to be hiring two new maintainers, to fill the vacant positions.

The seasonal cutting has been completed at the Memorial.

**Dickinson Park:** Leaf cleanup was completed here and the white pine we lost at the front of the park has been cleaned up. All of the tennis nets have been removed for the season.

**Newtown Middle School:** The soccer goals have been moved and stored and the irrigation has been winterized. Leaf cleanup is complete here.

**Orchard Hill:** Leaf cleanup is complete here.

**Lake Lillinonah:** Leaf cleanup is complete here.

**Oakview:** Goals have been stored for the season. The gate has been adjusted from the exit 11 construction and the irrigation winterization was completed.

**Tilson Field:** The goals have been stored for the season. Field Turf completed a small line repair here.

**Treadwell Soccer/Softball:** Field Turf completed some line repairs here. The nets were removed and any portable goals were removed for the season.



**Glander Fields:** Leaf cleanup is complete here.

**Liberty Fields:** Leaf cleanup is complete here. The parking lot lights have also been repaired.

**Walnut Tree:** Leaf cleanup is complete here.

**Fairfield Hills:** Leaf cleanup is complete here. Regular campus maintenance continues including the pumping of the tunnels following heavy rains. A few fallen trees were cleaned up following the most recent wind storm.

**NHS Fields:** Leaf cleanup is complete here. All of the back fields goals and nets have been removed for the season.

**Sandy Hook School:** Leaf cleanup is complete here. The soccer goals have been stored for the season.

**Hawley School Fields:** Leaf cleanup is complete here.

**Eichlers Cove Marina:** Leaf cleanup is complete here.

**Dog Park:** Leaf cleanup is complete here. The brush was all cut behind the dog park and animal control facility.

**Treadwell Park:** Leaf cleanup is complete here. Goals and nets were removed from all of the courts and fields for the season.

**Pole Bridge Preserve:** No new news.

**Watertown Field:** Leaf cleanup is complete here.

- 400 hours of vacation/sick/personal/injury/discipline hours were used out of 1584 potential work hours in the past month. This represents a 25.2 % loss in workforce.

8 SIMPSON STREET  
NEWTOWN, CT 06470  
TEL. (203) 270-4340  
FAX (203) 270-4333

*Capital line  
items*



CARL SAMUELSON  
ASSISTANT DIRECTOR, PARKS

## TOWN OF NEWTOWN

### PARKS AND RECREATION DEPARTMENT

1. **Antonio Carrera TTR -** Replace 22 year old Kubota 3010 tractor with new turf tractor more suitable to run implements used by the department. Existing tractor is too small and unreliable to run most of the implements used in field maintenance practices. **\$138,000**
2. **Tractor Rental -** Rental of turf tractor, as opposed to purchase, during times of seasonal demand. Currently due to lack of tractors to run implements we fall behind on seasonal cultural practices. Tractor rental will allow us to efficiently complete these seasonal tasks. **\$17,500**
3. **Replace Mustang 7040 skid steer -** Replace 20 year old Mustang Skid Steer with Kubota SVL90 or similar. Existing 20 year old skid steer not reliable and parts obsolescence has extended down time periods to months when a repair is needed. Requested replacement slightly larger to handle high flow implements and be able to load 10 wheel dump trucks. ~~\$90,000~~ **\$87,000**
4. **Toro 5910 Lease -** Replace 10 year old primary wide area rotary. Had been annual lease in past, now have doubled service life and seeing extended down time periods. Spent 14K in repairs so far in current fiscal year. Annual lease payment for 16ft wide area rotary mower ~~\$35,500~~ **\$166,000 purchase.**  
**\$38,500**
5. **Cut off saw/Weed Eaters/Back Pack Blowers -** Gas cut off saw, weed eaters and back pack blowers to replace old units that are beyond repair. Existing units would require almost as much in parts as new units cost. Weed eaters and blowers are used in the daily maintenance of parks, fields and Town buildings. **\$5,000.00**
6. **Replacement 17 year old Kubota utility Vehicle -** Replace Kubota RTV 900 with rotted floor boards and frame. This 17 year old machine is past its efficient service life and requires a lot of repair. **\$27,000**
7. **Replacement pool vacuum -** Replace 12 year old large pool vacuum that no longer functions. **\$25,000**
8. **Dickinson Bathroom Renovations -** Replace 26 year old dilapidated FRP panel throughout bathrooms, install new lighting, stainless steel fixtures, composite stalls and new epoxy flooring. **\$50,000.**
9. **Drum mulch head for mini excavator -** Split cost for drum mulcher to care for perimeter mowing and invasive control. This replaces our failed 30 year old woods deck which cannot be repaired. Split with land use. **\$28,000 total/ \$14,000 split**
10. **Lake Lillinoah Feasability Study -** Complete comprehensive traffic and feasibility study of improving Lake Lillinoah waterfront facility to include Docks/Gas/Pavilion. **\$25,000**

11. **Disc Golf Course** - Develop Disc Golf Course along trails and open space between Treadwell Park, Sandy Hook School and the Sandy Hook permanent memorial. **\$40,000**

- **Need to discuss equipment obsolescence.** Skid Steer, bobcat tool cat, existing Kubota 3010,



# turf products

157 Moody Road • PO Box 1200 • Enfield, CT 06082  
Main Office: (800) 243-4355 • FAX: (860) 763-5550

# QUOTE

Prepared For: Carl Samuelson  
**Town of Newtown Parks & Recreation**  
**Dept.**  
3 MAIN STREET NEWTOWN, Connecticut  
06470 United States

Ship To: Newtown Park and Rec GM-5910  
Quote Number: 12-11-23  
Quoted Date: Q147668  
Prepared By: **12/11/2023**  
Mark Osborn  
mosborn@turfproductscorp.com

Qty	Model #	Description	MSRP	% Disc	Award	Extended
1	31699	Groundsmaster 5910 (T4)	\$190,435.00	22 %	\$148,539.30	\$148,539.30
1	31512	Back Up Alarm	\$194.00	22 %	\$151.32	\$151.32
1	30706	North American Road Light Kit North American Road Light Kit (MY15-20) - Obsolete	\$783.00	22 %	\$610.74	\$610.74
1	31701	Auxiliary Braking System	\$126.00	22 %	\$98.28	\$98.28

Toro Total:	<b>\$149,399.64</b>
Budgetary 8%:	\$11,951.97
Set Up:	\$0.00
Freight:	\$4,840.54
Trade Ins:	(\$0.00)
State Sales Tax:	\$0.00
<b>Total Price:</b>	<b>\$166,192.15</b>

## Toro Sourcewell Contract #031121-TTC

While it is our intent to hold this pricing, this pricing is subject to change due to factors that are beyond the control of Turf Products and our vendors. Order lead time is 18 to 24 months. Anticipated budgetary price of 8% by delivery.