

THESE MINUTES ARE SUBJECT TO THE APPROVAL BY THE PARKS AND RECREATION COMMISSION.

The Parks and Recreation Commission held a regular meeting on Tuesday April 11, 2017 in the conference room located at 3 Main Street in Newtown, CT.

The meeting was called to order by Chairman Ed Marks, at 6:01 pm.

Present: Edward Marks, Maureen Crick Owen, Warren Spencer, PJ Yochum

Absent: Patrick Barczak, Linda Hess, Vincent Yanni, Jr.

Staff Present: Amy Mangold, Carl Samuelson

Absent: RoseAnn Reggiano

Public: Linda Zukauskas, Voices News

Public Participation:

None

Acceptance of Minutes:

Motion

Commissioner Maureen Crick Owen made a motion to accept the Minutes from March 21, 2017 Commission Meeting. Commissioner Warren Spencer seconded the motion.

- Chairman Marks noted a correction under *Old Business; Surcharge*: in the 4th sentence the word objections was changed to objective. The 6th sentence was changed to read: Mr. Marks stated that he feels that the team is making progress on reconciliation and our ability to track surcharge obligations.
- Commissioner Maureen Crick Owen noted a correction under *Old Business; Community Center*: The 1st sentence should read: Ms. Mangold, Mr. Marks and Ms. Crick Owen attended the BOS meeting on Monday, March 20, 2017, during which there was much discussion on the Community Center and moving forward.
- Ms. Crick Owen also noted a correction under *Correspondence*: Under the 3rd bullet it was changed to read: Mr. Samuelson stated that the police chief reached out to the park maintainers to thank them for the great job they were doing during snow clean up.

All voted in favor of the amended minutes.

Old Business:

Community Center: Commissioner Crick Owen stated that there was a Community Center meeting on Monday, April 3, 2017. Ms. Mangold stated that First Selectman, Pat Llodra, invited the architects, Coldwell and Walsh; project managers; and public building and site; to do a presentation on the overall Community Center project. This was to help clarify any questions on the costs, design and explain how the project will proceed. Ms. Crick Owen added that the project is still in conceptual phase. The next special meeting with the BOS is scheduled for the beginning of May.

Surcharge: Tabled until May 2017 commission meeting.

Leaps Of Faith: Per the request of the P&R Commission at April 2017 meeting, Leaps Of Faith submitted a *Building Proposal and Property Needs* wish list of what the project is and what they would like in order to move forward with their project. Mr. Marks distributed the wish list to the commissioners to take a look at and discuss. Assistant Director, Carl Samuelson is working with Land Use to see if there is space that would be applicable to the needs and wants of LOF. Mr. Samuelson stated that he should have a better idea and more information on possible locations in the next couple months. LOF will be in charge of the committal work moving forward.

New Business:

None

Correspondence:

Chairman's Report:

None

Director's Report:

Director's Report:

- Ms. Mangold reported to the commission that Eichler's Cove boat slips are full with a waiting list. P&R also rented out 2 jet ski slips and only have 4 jet ski slips still available.
- Ms. Mangold has been attending a lot of meetings. One meeting was with Deep Brook. Ms. Mangold and Mr. Samuelson also attended a meeting with the Conservation Commission: regarding the Meadow Management Project (*see attachment*).
- Ms. Mangold has been getting many complaints about dog waste on the Fairfield Hills Trails. Ms. Mangold has been working with the Police Captain and the Dog Warden to see if they can curb this issue. The team has been talking to people, placing signs, as well as on Facebook and sending emails as a reminder to dog owners to make sure they clean up after their dogs.
- Ms. Mangold suggested that if anyone wants to learn more about the Community Center, that the last meeting was filmed and you can go onto the Town website to view.
- P&R is a community partner and a co-sponsor for Earth Day, which is on Saturday, April 22, 2017.

Assistant Director of Recreation: In Ms. Reggiano's absence, Ms. Mangold gave a report on Recreation.

- Egg Hunt was held on Friday, April 7, 2017 at Dickinson Park.
- The Egg Hunt for the younger children was held on Saturday, April 8, 2017 at Dickinson Park.
- There was a paint party at the Middle School, which was very successful.
- The staff has been busy interviewing camp counselors and lifeguards for the summer season employment. Ms. Reggiano is also planning and scheduling the training sessions for the summer staff.
- The Rooster Run is on April 29th at the Fairfield Hills Campus. Ms. Reggiano has been working very closely with the new Rooster Run coordinator, Becky Osborne. This year there will be a 10k, 5k and a little chick (kids) run.
- The Garden Party / Maypole party is on Sunday, April 30, 2017 from 1:00pm to 3:00pm at the Victory Garden, located at Fairfield Hills Campus.
- The Fruit Trail Awakening is on Saturday, May 6th and Sunday, May 7th.
- Ms. Reggiano and Secretary, Jennifer Arnold attended training for RecTrac (P&R computer software program) and gained invaluable information. The system offers many great tools, but P&R currently doesn't have the upgrades. The department is working with IT to get the upgrades and will take advantage of the many tools RecTrac has to offer.

- Ms. Mangold stated that all the P&R activities are being advertised on Facebook and Instagram as well as posting photos from all their events. P&R currently has over 1,500 followers on FB.

Assistant Director of Parks:

See attachment

- Mr. Samuelson stated that this week has been very busy with the weather being so nice and the schools being on spring break, there has been an urgency to get the tennis nets installed, prior to the scheduled date and to open up Dickinson Park parking lot, even though the parking lot is in mid paving stage.
- There was an unexpected problem with Dickinson Park septic this week, which was fixed.
- The fields are scheduled to open on Thursday, April 13, 2017 weather permitting.
- The Treadwell Park parking lot paving project is getting ready to go out to bid this week. The staff is planning to complete the paving between the end of spring sports and the beginning of summer camp.
- Mr. Samuelson stated that there was Mom from a Mom's group that had requested a fence around the kiddy playground at Treadwell, to help prevent kids from running into the parking lot. Mr. Samuelson is looking into a natural barrier that kids will not be able to get through and will look more aesthetically pleasing. The Mom's group had suggested that they would be willing to make a donation towards the fence. Mr. Samuelson will reach out to the Mom's group to see if they would be willing to donate towards the natural barrier.
- Mr. Marks explained to the commission that he had received an email from a member of the legislative council inquiring on why sometimes the Treadwell Park gates are closed and locked, but the lights are still on. Mr. Samuelson explained that the lights are computer controlled. Sports organization will schedule the lights for longer than practice, in order to give all the players and parents time to exit the park while the park is still lite. The organizations are paying for the lights that they request. The parks maintenance workers will lock the gates if there is no one in the park, so in essence the lights might be on for a half hour with the gates locked.

Adjournment:

Motion

Commissioner Maureen Crick Owen made a motion to adjourn the meeting at 6:51pm. This motion was seconded by Commissioner PJ Yochum, which was carried unanimously.

The next regular meeting is scheduled for Tuesday, May 9, 2017 at 6:00 pm at 3 Main Street, Newtown, CT in the conference room.

Submitted by,

Gabriella Chernoff, clerk

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**TOWN OF NEWTOWN
CONSERVATION COMMISSION**

March 31, 2017

Ms. Amy E. W. Mangold
Director
Town of Newtown Department of Parks and Recreation
3 Main Street
Newtown, CT 06470

Dear Ms. Mangold:

Thank you to you and Mr. Samuelson for the meeting last week. The Commission very much appreciates your willing assistance with our Meadow project. Just to confirm our discussion the future activities are to consist of the following:

- Parks and Rec will mow Site B the first week of June, between June 1- 9.
- DEEP would come the following week, between June 12-16 to plant the seed. Peter Picone stressed that having the field mowed just one week before seeding is important. We have already emailed Mr. Picone to let him know the seed has been ordered and to schedule us for the Truax.
- Mr. Samuelson indicated that he could provide an additional mowing in May which is very helpful. We appreciate him offering this because Mr. Picone initially indicated that, while not critical, an additional mowing would be helpful for the success of the seeding. This actually might also make it easier for Mr. Samuelson's operator since the grass will be a shorter cut in June.
- We also request to mow half of the six-acres in the fall after plants had gone to seed. Mr. Samuelson indicated that it might be possible for them to mow the entire six-acres and recommended it because of concern for invasives creeping in and narrowing the meadow area. A higher setting for cutting is recommended by DEEP for fall.
- It was noted that Site B should be at least partially mowed every year in the fall, as indicated in the Conservation Commission's Maintenance Plan (Page 10). This will assist in controlling invasive plants.

- Parks and Rec would be amendable to storing the seed and delivering it to the meadow site planting day. Mr. Samuelson indicated that he did not believe closing all trails would be necessary, only the trail that cuts through Site B.
- Mr. Samuelson also mentioned the importance of signage to let people know what is taking place. The Conservation Commission would arrange for such signage.

Thank you again for your assistance in this important matter. We look forward to working with your office now and in the future.

Very truly yours,

A handwritten signature in cursive script, appearing to read "James A. Ryan", followed by a horizontal line.

James A. Ryan, Chairman
Conservation Commission

cc: Mr. Carl Samuelson
Mr. Rob Sibley

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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: April 11, 2017

RE: Monthly park update and field report

Spring has sprung in a big way. We are attempting to get as many facilities open during spring break as possible. Fields will open this week as well.

Dickinson Park: Paving prep resumed this week. We anticipate paving Thursday and Friday weather pending. The park has been extremely busy the past two days. The bathrooms are open here although we have had an unexpected septic issue we are working to resolve. All of the tennis nets are up as well.

Orchard Hill: No new news here.

Lake Lillinonah: The dock is going in for the start of fishing season.

Glander Fields: Things are drying out here and we will be back on these fields in the next few days.

Liberty Fields: These fields have been cleaned up. We will groom late in the week for opening.

Oakview: No new news here. We have scheduled spring injection pump service here.

Tilson Field: No new news here.

Treadwell Soccer/Softball: These fields are ready to open. We will be filling a very gentle depression on the first base side of the softball field.

Walnut Tree: Things are looking good here.

Treadwell Park: The small playground area continues to take shape. We are adding a swing set that used to be at Dickinson as well. The bathrooms are now open. We will be planting at least on fairly mature tree in a better location here to retain the shade so many seek here. Tennis nets are up here as well.

Fairfield Hills: Things have been cleaned up here and are looking good. We will be laying out fields here this week. Bathroom work is on hold until all of the fields are open.

Eichlers Cove Marina: Work has been in full swing here. The parking project should be completed in 3 weeks here. We will be moving the kayak rack as well.

NHS Fields: The school teams have been using these fields daily and we have been laying out fields and grooming when possible. .

Dog Park: Things are getting busy here. We will be turning the water on here in coming weeks.

Staff:

- 184 hours of vacation/sick/personal/injury/discipline hours were used out of 1200 potential work hours in the past month. This represents a 15.25% loss in workforce.