



TOWN OF NEWTOWN
PARKS AND RECREATION COMMISSION

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

The Parks and Recreation Commission held a regular meeting on Tuesday, July 9, 2019 in the Conference Room, 3 Main Street in Newtown, CT.

Commissioners Present: Linda Hess, Warren Spencer, Vincent Yanni, Jr., Clinton DePaolo, Patrick Barczak, Rance Thompson

Commissioners Absent: Edward Marks

Staff Present: Amy Mangold, Carl Samuelson, RoseAnn Reggiano

Public Present:

Tennis Association Ehab Farah (no address given)

Dog Park Yvonne and John Landolfi, 23 Sherman Street, Sandy Hook, CT 06482
 Kathryn Simonds, 58 Riverside Road, Sandy Hook, CT 06482

Girl Scouts Karen, Lauren, and Michaela Smiley, 2 Valley Field Road South, Sandy Hook, CT 06482
 Diane and Chrissie Salvo (no address given)
 Annika Utsogn (no address given)
 Eleanor Cruwys-Hayes, 24 George's Hill Road, Newtown, CT 06470
 Dawn and Cassie Roman-Weide, 14 Pastor's Walk, Newtown, CT 06470
 Pamela, Gwenyth, and Fiona Stone-Shaw (no address given)

Other Chris Blagbrough, 4 Watch Hill Road, Sandy Hook, CT 06482
 Julian J. Castignoli (no address given)

In the absence of Chairman Ed Marks, Pat Barczak ran the meeting. The meeting was called to order at 6:01 p.m.

Public Participation

Ehab Farah of the Newtown Tennis Association spoke to follow up on the lights and maintenance for the Tennis Courts. He wanted to clarify the procedures set up to find people in financial need to participate in tennis. Mr. Barczak said it was easiest to have donors give to the Park Gift Fund and put in the memo that it is for a tennis scholarship. Mr. Farah said he went back to the Tennis Association, and they wanted to qualify through Social Services and he would like to know if there were certain requirements that needed to be met. He said he was surprised that no one in this town was looking for financial aid for tennis summer camp. He further stated he needed some kind of accountability because he doesn't want to give a certain amount of money and not know if it's enough. Amy Mangold shared that she and Mr. Farah had discussed the procedure: the donation would go to Parks and Rec, but Social Services would verify if the person receiving the scholarship qualified for financial assistance. Mr. Farah also wanted to know why Parks and Rec wasn't advertising and Ms. Mangold asked if the matter could be addressed privately. Mr. Barczak proceeded to Mr. Farah's second question, which was lights. Mr. Samuelson said the quotes were around \$240,000-250,000. Mr. Farah responded that as a Newtown resident he thought the quote was too much to pay, so he suggested doing only two instead of all five courts. Mr.

Samuelson explained that doing more courts lowers the price per court. Mr. Farah wondered if from the Parks and Rec side, they could run the conduit or do some the purchasing themselves. Mr. Samuelson replied that Building Code and the previously installed equipment were somewhat prohibitive in terms of what Parks and Rec could do by themselves. Mr. Barczak pointed out that when the courts were put in, there was no intention of installing lighting. He said that the situation was financially similar to the CIP proposal for the Pickleball Courts. Mr. Farah pointed out that the court at Treadwell needs to be patched, but Mr. Samuelson reported that it had been too wet for the team to do the work this spring. Mr. Samuelson estimated that it would be addressed in late fall. Mr. Farah requested it be on record that he objects to the idea of Pickleball taking one court out of Treadwell. Mr. Samuelson asked if the scheduling signs have helped, to which Mr. Farah replied no. He said the players are a community and are able to work things out among each other.

Chris Blagborough shared that he has been a resident for 20 years, hailing from a small town in Pennsylvania, and was wondering if a Fourth of July fireworks show would be possible in Newtown. He wasn't looking for a huge production, but perhaps a fundraiser-driven parade for children and a 40-minute fireworks show. Mr. Barczak stated that there used to be a fireworks show on the golf course, but it had stopped due to liability issues. Mr. Blagborough shared that the fireworks companies he had reached out to were able to provide their own insurance. In the Pennsylvania community, he explained, donations were enough to run the show without dipping into Town funds. He was present at the Parks and Rec meeting to get an idea of where to start in organizing such an event, or to identify any major obstacles. Mr. Samuelson felt that such an event as permissible, but would need to go through a process. He pointed out that the area where fireworks were launched for the Tercentennial now belongs to the Catherine Violet Hubbard Sanctuary, so it would no longer be available. Mr. Barczak stated that, assuming the proper permits were obtained, he didn't see an issue with it. The Commission suggested Mr. Blagborough start with the Fire Marshal and then Police Department for permits. Ms. Mangold urged him to keep in touch and said the Parks and Rec Department could certainly assist in coordinating his efforts.

Old Business

- *Newtown Tennis Association:* See public participation.
- *Newtown Pickleball:* No one present.
- *Dog Park Committee:* John Landolfi thanked the Commission for its accomplishments at the Dog Park. He wanted to follow up on the lighting, which was brought up last meeting. Mr. Samuelson said that the wiring for the lighting cannot be laid until the books are moved from the inside of the building, which will be in two weeks' time. Mr. Landolfi asked if the benches could be relocated to a shaded area. Mr. Samuelson wondered if mounting anything under the shade structure would become an issue if there was a future event that required a clear pavilion. Yvonne Landolfi clarified that a bench would be desirable in a shaded area, such as under the trees, not necessarily under the structure. Kathryn Simonds asked if another bench could be placed by the "pick up the poop" sign. She further asked if there were any plans to water the grass. Mr. Samuelson said that they had considered putting a timed sprinkler system, but were afraid that dogs would chew up the hose. Ms. Simonds started that a volunteer from the park could bring their own hose and do the watering in the morning. Mr. Landolfi asked if the lighting would be on a timer. Mr. Samuelson explained that it would have a photo eye. Ms. Simonds inquired about the previously discussed holes being dug for trees, and Mr. Samuelson advised not to plant trees at this time of year.

Mr. Samuelson said that ordering benches should be done in bulk, to avoid shipping costs. Ms. Simonds asked to have the benches moved to the shaded area rather than purchasing new ones. Mr. Samuelson asked the Dog Park to be in touch about specific siting of the benches. Ms. Reggiano stated that she would rather get new benches, and wanted a wrap-around bench to encircle Brenda's tree.

- *Gaga Ball Pit - Girl Scout Troop 50594:* Karen Smiley and Diane Salvo introduced themselves as co-leaders of the Girl Scouts. They followed up with images they had sent of potential Gaga Ball Pit designs and locations

(**Attachment #1**). Mr. Samuelson said that the locations they suggested were not ideal due to their proximity to Deep Brook. He instead suggested an area north of the basketball court near the maintenance road. Ms. Smiley said she had considered that area and wasn't sure if there would be an issue with the maintenance road, but Mr. Samuelson confirmed that there would be no issue and he felt it would get good use there. The Commission agreed. The area is designated as "Option 5" on Attachment #1.

Mr. Barczak asked of the designs that were presented, if the Girl Scouts had a preference. They said that the design that had the dip in the structure rather than the door would be ideal. The Commission agreed that it seemed like the best design. This is designated by a star on Attachment #1. Mr. Yanni asked how the game was played and a number of Girl Scouts explained that it involved releasing the ball, and then using their hands to bounce it towards another player attempting to get them "out" by hitting their legs. Mr. Barczak asked about the width, which Ms. Smiley replied would be a little under 20 feet. He and Mr. Yanni recommended that they use brackets when assembling the walls.

Motion: Mr. Yanni made a motion to approve the project. Mr. Spencer seconded. All were in favor and the motion carried.

Ms. Smiley asked if there was a preference for what kind of material should be on the ground within the ring. After some discussion, Ms. Smiley said that they would get the final approval of the Commission before proceeding.

- *Newtown Baseball*: Although no one was present from this organization, Mr. Samuelson wanted to discuss an issue. Newtown Baseball has run two tournaments in the past without paying a permit fee. The duration of the state tournament, which they did pay the permit fee for, is going to be longer than expected. He explained that the way the field policy reads, they should be reserving the facility in advance and paying the permitting fee. He wondered how the Commission felt about the following: if an organization is running an event on the fields, even if it does not require services from Parks and Rec, should they still be required to pay the permit fee? The Commission agreed that even without Parks and Rec grooming the fields for them, the organization would still be putting wear and tear on the area and should pay the fee. Ms. Reggiano pointed out that they should also be getting insurance. Mr. Samuelson said he would reach out to them with the decision.

New Business

Ms. Hess mentioned that the Bikes and Trail Committee was considering having stewards along Al's Trail to give information to bikers and walkers. Mr. Barczak asked about the grant they were applying for, but Ms. Hess shared that at the last meeting, the person in charge of grants was not present.

Correspondence

See **Attachment #4**.

Director's Reports:

Amy Mangold, Director of Parks and Recreation

A bicycle donation was received from Guardian Bicycles. The next step would be to order bicycle racks and garbage pails for the Community Center. Ms. Mangold said she is going to work creating a bicycle share program, but that she needs to research what other towns have done. The current plan is that it would be free, and

participants would need to go into the Community Center to get a key to sign out the bike. She has reached out to the insurance company, which has no concerns, as well as the Land Use Agency/Fairfield Hills Authority. Once she has put together the bike share program, she would like to present it to the Fairfield Hills Authority. 136 bikes were purchased, according to Mr. Samuelson. Ms. Mangold welcomed any Commissioners who would like to help her research other bike share programs.

The Bikes and Trails Committee is entertaining a grant through People for Bikes. They are looking to get funds for a bicycle playground, which Ms. Mangold feels would be a perfect tie-in to the bike share program. Bike Walk CT has instructors that come into the community to teach bicycle safety, which Ms. Mangold has also been looking into with the Programming Director for the Community Center.

Chairman Ed Marks would like to organize visits to Eichler's Cove and Treadwell prior to next month's meeting, beginning at 4:30 p.m.

Ms. Mangold shared that she had just received a CIP schedule from Finance Director Bob Tait (**Attachment #2**). Currently there were three projects from Parks and Rec in the ten-year plan, while last year they had more projects. The three projects are Treadwell Artificial Turf & Lighting Replacement, Rail Trail – Batchelder Park, and Lake Lillinonah Park Improvements (**Attachment #3**).

To discuss reinstating projects, a meeting must be held with Mr. Tait and First Selectman Dan Rosenthal. Mr. Samuelson, Mr. Marks, and Ms. Mangold are slated to meet with them on August 6th at 9:00 a.m. to discuss projects. Mr. Marks is going to send out the CIP plan that was presented prior to the removal; he would like feedback from the Commission. He also wanted them to prioritize the projects.

Volunteers from DeLoitte and Church Hill Village have been working on the Fruit Trail. Ms. Mangold has posted on Facebook thanking them.

Mr. Yanni asked if the Farmers Market could have live entertainment. Ms. Mangold explained that they actually do have an entertainer who is volunteering to promote the local nonprofit Protect Our Pollinators. She explained that Sue Short of Short's Farm runs the Market, and if they wanted to pay entertainers it would have to come out of the Farmers Market budget.

RoseAnn Reggiano, Assistant Director of Recreation

Ms. Reggiano shared that the Rooster Run cut back on some expenses and as a result was able to donate \$3,000 as a scholarship.

The Mad Dash only had 200 runners, so she wanted to brainstorm ways they could change up the course to attract more runners year-to-year.

She shared an email that she received from an excited parent whose child had attended Knitting Camp and greatly benefited from the experience (**Attachment #4**). Ms. Reggiano also recounted that a mother came into the office to thank the staff for the wonderful summer camp programs and told Ms. Reggiano that she is happy to live in Newtown.

Newtown Day is coming up at the end of the month and Ms. Reggiano will be sending out a sign-up sheet to the Commissioners.

*Carl Samuelson, Assistant Director of Parks (**Attachment #5**)*

Mr. Samuelson said that close to 700 labor hours have been spent working on plantings, curb fillings, and other work for the Community Center at the expense of Parks and Recreation projects. There have been issues with the Treadwell pool. The pool will be re-plastered this year which he thought may help some of the problems. He explained that this spring, due to wetness, there was low pool usage and then suddenly there was a huge influx of patrons. Tilson Field was finished a little ahead of schedule and the contractor did a great job, with a walkthrough scheduled for tomorrow. The same company that did Tilson will also be doing top-fill for Treadwell and has resurfaced the batting cages near Glander Field.

Mr. Barczak wondered how much more time the Parks and Rec crew would spend at the Community Center. Mr. Samuelson replied two weeks, up until the opening. He assumed Public Works as well as Parks and Recreation would be responsible for the move. Ms. Mangold explained that she had scheduled a staff meeting for Thursday to discuss the logistics of the move. Ms. Reggiano added that the department could not afford to have the computers down even temporarily, and Ms. Mangold mentioned that she had reached out to IT Director Al Miles to get a recap of what the procedure would be.

Mr. Samuelson suggested the Commission make a motion to purchase five benches (the threshold for free shipping) at once, rather than buying one every other week as they had been doing and accumulating almost \$300 in shipping every time. Ultimately people who want to donate a bench to a park will “buy” the benches from Parks and Rec, so this is not a cost for the department. He asked Ms. Mangold to look up to see if benches ordered in the past had been taken out of the Surcharge Account. Mr. Barczak asked if all the benches were the same style, to which Mr. Samuelson replied that they all were besides the Dog Park. Ms. Mangold also pointed out that benches of different styles could be ordered in the same shipment. There was some discussion among the Commission as to what number of benches qualified for free shipping, so they decided to word the motion as follows:

Motion: Mr. DePaolo made a motion to purchase the amount of benches needed to reach the free shipping threshold. Mr. Yanni seconded. All were in favor and the motion carried.

Ms. Hess asked why garbage cans would be put in at Dickinson. Mr. Samuelson said it was a directive from First Selectman Rosenthal. He shared that history has proven carry-in, carry-out has worked better, and that installing garbage cans leads to messier parks, increased activity of wildlife, and more time spent by the Parks and Rec crew cleaning up. Mr. Samuelson said that while he would put out the garbage cans, he would also speak with Mr. Rosenthal.

Commissioners out and about

Ms. Mangold mentioned that Mr. Marks helped with the Rooster Run, Mr. Spencer helped with the Mad Dash, and Mr. DePaolo and his wife helped with the last day of Tee Ball.

Acceptance of Minutes

Motion: Mr. Yanni made a motion to accept the Minutes from the June 11, 2019 Commission Meeting. Mr. DePaolo seconded the motion. All voted in favor and the Minutes were accepted.

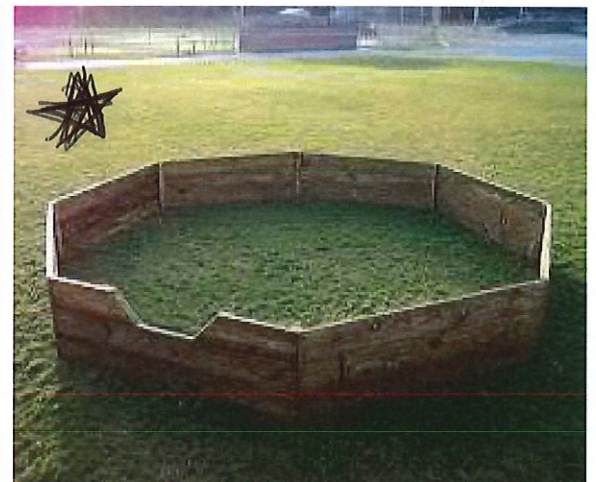
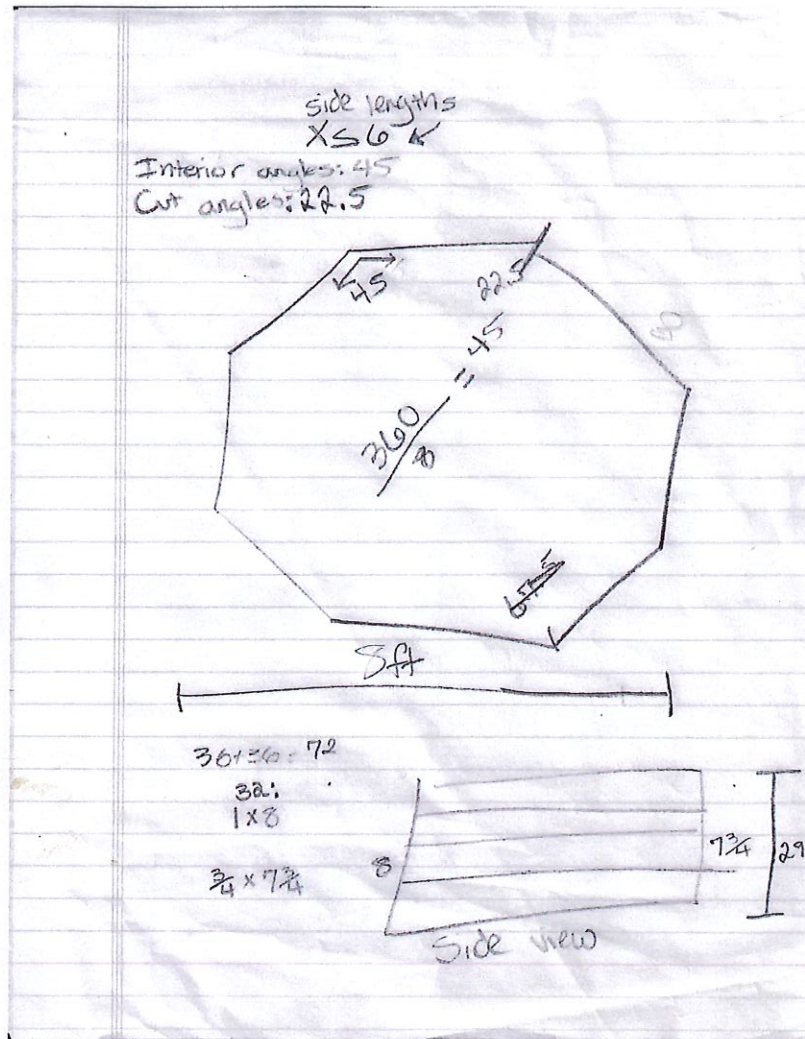
Adjournment

Motion: Mr. Yanni made a motion to adjourn the meeting at 7:28 p.m. Mr. DePaolo seconded. All were in favor and the meeting was adjourned.

The next regular meeting is scheduled for Tuesday, August 13, 2019 at 6:00 p.m. in the Conference Room located at 3 Main Street, Newtown, CT.

Respectfully submitted,
Christine O'Neill, Clerk





Town of Newtown
Board of Finance - Capital Improvement Plan Calendar
CIP 2020-21 through 2024-25

September 09, 2019	Board of Education presents 2020-21 / 2024-25 Capital Improvement Plan (CIP)
September 26, 2019	Board of Selectmen presents 2020-21 / 2024-25 Capital Improvement Plan (CIP)
Oct thru Nov, 2019	Board of Finance Reviews 2020-21 / 2024-25 Capital Improvement Plan (10/15 meeting; 10/24 meeting; special meeting on 10/31 if needed; 11/12 meeting)
November 12, 2019	Board of Finance completes recommended Capital Improvement Plan (CIP)
November 20, 2019	Board of Finance recommended CIP presented to the Legislative Council. (due by November 30).
January 2020	Legislative Council approves the Capital Improvement Plan (within 60 days from receipt of BOF)

Capital Improvement Plan

'20/'21 *thru* '29/'30

Town of Newtown, Connecticut

Project # P & R - 3

Project Name Treadwell Artificial Turf & Lighting Replacement

Type Park Improvements

Department Parks & Recreation

Useful Life 10

Contact AMY MANGOLD, DIREC

Category Land Improvements

Description

Replace artificial turf, regrade subsurface as needed. Artificial fields require replacement every 10-12 years.

Replace 30 plus year old lamps with LED technology replace antiquated controllers, current lights and controllers are at the end of their service life.

Justification

At the end of assets useful life.

Expenditures	'20/'21	'21/'22	'22/'23	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	'28/'29	'29/'30	Total
Other						800,000					800,000
Total						800,000					800,000

Funding Sources	'20/'21	'21/'22	'22/'23	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	'28/'29	'29/'30	Total
Bonding						250,000					250,000
Other						550,000					550,000
Total						800,000					800,000

Budget Impact/Other

Capital Improvement Plan

'20/'21 thru '29/'30

Town of Newtown, Connecticut

Project # P & R - 4

Project Name Rail Trail - Batchelder Park

Type Land Improvements

Department Parks & Recreation

Useful Life 35

Contact AMY MANGOLD, DIREC

Category Land Improvements

Description

Remove and clear old rail bed and convert to urban trail.

Justification

This project has been examined, requested and desired for over a decade. The brownfield contaminated area of Batchelder has not allowed any movement into Newtown from the Trumbull/Monroe rail area.

A trail committee and the new initiatives in town, AARP, Healthy and Sustainable initiatives all identify this project as a large benefit to their initiatives in the Newtown community and surrounding communities.

Expenditures	'20/'21	'21/'22	'22/'23	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	'28/'29	'29/'30	Total
Other						1,400,000					1,400,000
Total						1,400,000					1,400,000

Funding Sources	'20/'21	'21/'22	'22/'23	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	'28/'29	'29/'30	Total
Grants						1,400,000					1,400,000
Total						1,400,000					1,400,000

Budget Impact/Other

Capital Improvement Plan

'20/'21 *thru* '29/'30

Town of Newtown, Connecticut

Project # P & R - 5

Project Name Lake Lillinonah Park Improvements

Type Land Improvements

Department Parks & Recreation

Useful Life 25

Contact AMY MANGOLD, DIREC

Category Land Improvements

Description

Resurface parking lot, repair failing boat ramp, provide boat dockage and enlarged picnic area with pavilion.

Justification

Provide enhanced waterfront experience for those wishing to use lake Lillinonah and to offer slips to those waiting for slips at Eichler's Cove due to capacity. Revenue potential with pavilion, boat slips and potential gas dock.

Expenditures	'20/'21	'21/'22	'22/'23	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	'28/'29	'29/'30	Total
Construction/Maintenance				500,000							500,000
Total				500,000							500,000

Funding Sources	'20/'21	'21/'22	'22/'23	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	'28/'29	'29/'30	Total
Other				500,000							500,000
Total				500,000							500,000

Budget Impact/Other

Town of Newtown, Connecticut
Capital Improvement Plan
'20/'21 thru '29/'30

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	'20/'21	'21/'22	'22/'23	'23/'24	'24/'25	'25/'26	'26/'27	'27/'28	'28/'29	'29/'30	Total
Parks & Recreation												
Treadwell Artificial Turf & Lighting Replacement	P & R - 3						800,000					800,000
Bonding							250,000					250,000
Other							550,000					550,000
Rail Trail - Batchelder Park	P & R - 4						1,400,000					1,400,000
Grants							1,400,000					1,400,000
Lake Lillinonah Park Improvements	P & R - 5				500,000							500,000
Other					500,000							500,000
Parks & Recreation Total					500,000		2,200,000					2,700,000
GRAND TOTAL					500,000		2,200,000					2,700,000



Roseann Reggiano <roseann.reggiano@newtown-ct.gov>

letter from a mom

1 message

Nicole Christensen <texdane@gmail.com>

Tue, Jun 25, 2019 at 2:44 PM

To: Roseann Reggiano <roseann.reggiano@newtown-ct.gov>, Elissa Gellis <gellise@newtown.k12.ct.us>, Jennifer Arnold <jennifer.arnold@newtown-ct.gov>

Hi Roseann, Elissa. and Jennifer,

I wanted to share with you an email I received from a mom of a little girl who attended knitting camp. It turned out to be a full house, and one of the best groups ever. Thank you for all of your help!

Have a great summer!
Nicole

Good morning Nicole

My name is Michelle Cannon and I am Keira Darcy's mom.

I want to thank you very much for making the Knitting summer camp be so enjoyable and educational for Keira. I had tried to teach her but it wasn't a success so when Susan told me about your class I was so excited but Keira was even more excited about learning how to knit.

She came home so proud of her scarf creation and wanted me to sit down and start knitting with her immediately just proving how enthused she is about this craft. She was equally proud of her other creations but especially about Sean the sheep.

Thank you for making it so fun and enjoyable for her. She definitely wants to go back and do your class next year which speaks volumes in itself.

Enjoy the rest of your summer and keep up the good work of making knitting fun for kids, that is a special skill that not very many people have.

I have copied my Mother-in-Laws e-mail on this as she is the person that did all the investigating for camps for Keira and found yours.

Kind Regards

Michelle

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3 MAIN STREET
NEWTOWN, CT 06470
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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: July, 2019

RE: Monthly park update and field report

This past month has been very busy. Set up and break down for the Mad Dash, Day camp starting, Tilson Field construction and much, much more. The bulk of our labor in the past month has been spent at the Community Center. 680 labor hours to date have gone into placing topsoil, planting, seeding, watering and mulching at the Community Center. 280 labor hours went into the set up and breakdown for the Mad Dash and we lost 216 hours to vacation, sick and personal time. This left us with about 500 labor hours to do all of our regular daily tasks such as mowing, cleaning, pool, grooming, and construction.

Dickinson Park: Mowing, grooming and regular maintenance have been ongoing. The bed mulching was completed. Day camp is in full swing and the irrigation is up and running for the season.

Newtown Middle School: No new news here.

Orchard Hill: We are still trying to get a scout group to take on repair and replacement of the swamp boardwalks. Otherwise, no new news here.

Lake Lillinonah: Things are going well here, no new news.

Glander Fields: Regular grooming continues on all of these fields. All of the irrigation was checked and repaired, which is now running on a regular schedule. The batting cages here were turfed as part of the Tilson project.

Liberty Fields: Irrigation is now up and running for the season. The upper field was weeded and edged.

Oakview: This field is in good shape. Irrigation is now up and running for the season.

Tilson Field: Construction on the field had been completed. A final walkthrough and sign of will happen tomorrow. A minor amount of clean up and equipment removal remains.

Treadwell Soccer/Softball: These fields are in good shape. Regular grooming and maintenance continues. Field Turf will be topdressing Treadwell field with recycled rubber from the old Tilson field this week.

Walnut Tree: No new news here.

Fairfield Hills: Things are in good shape on campus. The Community Center has consumed the bulk of our labor forces for the past three weeks. This is likely to continue for another two weeks until the opening.

NHS Fields: The fields should start to recover from a lot of wear this past spring. We will be over seeding here soon. The irrigation is up and running here with a few minor issues.

Dog Park: We have repaired the eroded area and added a swale with a berm to slow the water down, hopefully preventing the same erosion as in the past. We will be wiring the lights as soon as the blue building has been cleared out for the book sale in a couple of weeks. So far we have not had the same mud issues as in the past with the water features turned down some.

Treadwell Park: Playground Mulch is being installed this week early mornings before camp is in full swing. Cleaning the pool remains a challenge with the intensity of use. Pool deck RFP walkthroughs have been completed.

Eichlers Cove Marina: The boardwalk decking is done and only the railing remains. This will be completed as soon as we can free up some labor from the community center.

Sandy Hook School: This field is quiet for now, but the repairs made last year are holding up well.

Hawley School Fields: These fields are in good shape for this time of year. We will be edging and lipping Hawley 1 in the coming couple of weeks.

Staff:

- 216 hours of vacation/sick/personal/injury/discipline hours were used out of 1672 potential work hours in the past month. This represents a 13% loss in workforce.