

Town of Newtown, CT

3 Primrose Street, Newtown, CT

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

The Parks and Recreation Commission held a special in-person meeting on Tuesday, January 11, 2022, with an opportunity for phone – in public participation, at the Newtown Senior Center, 8 Simpson St, Newtown, CT 06470

The meeting was called to order by Chairman Clinton DePaolo at 5:59pm

**Present:** Clinton DePaolo, Aaron Britton, Jim Parker, David Payne, Vincent Yanni, Warren Spencer, Rance Thompson

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

**Public:** *None*

**Public Participation:** *None*

**Acceptance of Minutes:** Mr. Vincent Yanni made a motion to accept the minutes of the December 20th, 2021 meeting. Mr. Aaron Britton seconded the motion. All voted in favor.

**Old Business:**

- *Newtown Parks and Recreation Budget:* Mr. Clinton DePaolo shared he will be having a meeting with First Selectman Dan Rosenthal tomorrow to discuss the budget. Ms. Amy Mangold shared a copy of the budget plan being presented (*Attachment #1-#3*).
- *Field Use Manual:* Mr. Carl Samuelson shared that he would like to change the manual to indicate there should only be one legacy organization per sport in town. He hopes this will help the commission decipher if an organization serves a unique purpose. Mr. Aaron Britton asked if it would be broken down by gender per sport. Mr. Samuelson said yes and that he hopes to have the field use meeting in the beginning of February with all the sports groups.

**New Business:**

- *Gold Award Project presentation: Julia Brennan:* Tabled until next month's meeting.

**Correspondence:**

- *Nunnawauk Meadows:* Nunnawauk Meadows thanked the victory garden for their donations of vegetables and flowers over the course of 2021. (*Attachment #4*)

- *Lynn Hughgaski*: Ms. Hughgaski thanked the Parks and Recreation department for their sponsorship of the Arts Festival. (*Attachment #5*)

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

*Clinton DePaolo, Chairman Newtown Parks and Recreation*

- *None*

### **Directors Report**

*Amy Mangold, Director of Parks and Recreation:*

- Wished everyone happy new year and thanked everyone for meeting close to holiday last month
- Registrations for programs are going well. Lots of young families are looking for programs for their younger children for socialization and structured sports and leisure time.
- Ring in the new year event last week went fantastic. Bob Schmidt and his wife Jose ame and performed for the event. They were fantastic. Students helped from the culinary program, Better Day Cafe, they did an amazing job. It was a great co-sponsor/partnership event with the Senior Center. Planning to do a Valentine's event with the seniors.
- Plague for the playground is ordered by the Lion's Club.. Very excited for the playground equipment to come in.
- Trying to get the plans for the bike playground squared away with American Ramp Company. Working on getting the paperwork together.
- Snow Much Fun.1/28. Depending on ice could be moved to Dickinson. (*Attachment #6*)
- Working through new guidelines with the continuous changes in the COVID status.
- Esports are growing. Mark Kilpatrick from Sandy Hook starting his own business. Meeting with him and RoseAnn next week to investigate starting. More details next month

### **Assistant Director's Reports:**

*RoseAnn Reggiano, Assistant Director of Recreation*

- Ms. RoseAnn Reggiano shared that she is working on the spring/summer brochure and is hoping to have it out by March 1st.
- All pass memberships for the year are open, and are already being purchased.
- Applications for seasonal/summer staff are being accepted until March 3rd.

- Ms. Reggiano also shared that pickleball lessons and drop in will be offered at Edmond Town Hall this winter.
- After the success of the New Year party with the seniors, Ms. Reggiano hopes to put an event together for the seniors for Valentine's Day as well.
- Ms. Reggiano also shared that the skateboarding program is going great and attracting a lot of participants.
- The Parks and Recreation Department is working with Economic Development to do a passport event from February 23rd to March 1st to help businesses in town.
- Ms. Reggiano is also looking into doing a bike rodeo and is working with a resident in Sandy Hook to develop it.

Carl Samuelson, Assistant Director of Parks

- *Attachment # 7 & #8*

**Commissioners out and about:**

- Mr. Vincent Yanni shared a follow up from last month's disc golf discussion. The person he had spoken with created a presentation but was sick so he hopes to be at the next meeting.
- Mr. Vincent Yanni also mentioned lights at Blue and Gold stadium are on all the time despite no one on field. Mr. Carl Samuelson said that is the high school not Parks and Rec.

**Motions:**

- 

**Adjournment of Meeting:** Mr. Vincent Yanni made a motion to adjourn the meeting. Mr. David Payne seconded the motion. All voted in favor. The meeting was adjourned at 6:40 pm.

The next regular meeting is scheduled for Tuesday, February 8, 2022 at 6:00 pm in the multi-purpose room located at 8 Simpson Street, Newtown, CT unless changed to virtual due to COVID restrictions.

Submitted by,

*Victoria Weimann, Clerk*



**DEPARTMENT: PARKS & RECREATION**



**MISSION/DESCRIPTION**

To create quality recreation and leisure opportunities strengthening the community through people, parks and programs.

Web site:

[http://www.newtown-ct.gov/Public/Documents/NewtownCT\\_Park/index](http://www.newtown-ct.gov/Public/Documents/NewtownCT_Park/index)

The pandemic has made it even more clear how crucial recreational programs, parks, trails and other outdoor spaces are to our community's health and wellness. With additional precautions, all our recreational programming, sporting venues and recreational facilities continue to meet a wide range of essential human needs, from fitness and physical health to socialization, emotional health and more. Parks and Recreation services have become even more critical to the fabric of Newtown and elsewhere as parks, trails and open space amenities serve as an important source of recreational opportunities for many in the community. We believe it is vital for Newtown Parks & Recreation to continue to provide residents of all ages and abilities with opportunities to improve physical and mental health. Department staff have spent countless hours re-envisioning programs, adapting to new protocols and providing new opportunities to maintain physical and mental health through unprecedented times. We trust you will continue to see these services as vital and will continue to fund the people, parks and programs that are essential in keeping our community vibrant and healthy

**BUDGET HIGHLIGHTS**

The Parks and Recreation budget has increased by \$65,898 or 2.66%. Change is mainly due to an increase in wages & benefits and contractual services.

**PARKS & RECREATION BUDGET**

	2019 - 2020 ACTUALS	2020 - 2021 ACTUALS	2021 - 2022		2022 - 2023 BUDGET			CHANGE	
			ADOPTED	AMENDED	12/31 ACTUAL	1st SELECTMAN PROPOSED	BOS PROPOSED	BOF RECOMMENDED	LC ADOPTED
<b>PARKS AND RECREATION</b>									
SALARIES & WAGES - FULL TIME	994,476	954,449	1,025,512	1,025,512	504,388	1,049,612			24,100
SALARIES & WAGES - PART TIME	65,407	60,355	73,094	73,094	26,505	74,421			1,327
SALARIES & WAGES - SEASONAL	221,433	128,195	244,083	244,083	168,640	271,576			27,493
SALARIES & WAGES - OVERTIME	36,258	63,265	62,000	62,000	32,391	62,000			-
GROUP INSURANCE	280,145	282,540	290,215	290,215	287,007	298,709			8,494
SOCIAL SECURITY CONTRIBUTIONS	101,668	93,576	107,459	107,459	54,085	111,507			4,048
RETIREMENT CONTRIBUTIONS	90,752	89,041	84,474	84,474	75,057	79,042			(5,432)
OTHER EMPLOYEE BENEFITS	12,436	14,438	15,350	15,350	11,221	15,350			-
CONTRACTUAL SERVICES	270,754	307,800	300,000	300,000	239,721	310,784			10,784
DUES, TRAVEL & EDUCATION	5,561	10,111	10,000	10,000	2,356	10,000			-
GENERAL SUPPLIES	11,999	11,886	12,000	12,000	8,772	12,000			-
OFFICE SUPPLIES	1,244	3,100	3,000	3,000	770	3,000			-
SIGNS	5,585	5,936	6,000	6,000	5,379	6,000			-
POOL SUPPLIES	31,049	33,307	32,342	32,342	11,761	32,342			-
GENERAL MAINTENANCE SUPPLIES	37,153	40,528	35,900	35,900	12,690	37,695			1,795
GROUPS MAINTENANCE	154,112	154,668	157,731	157,731	117,035	165,619			7,888
CAPITAL	111,598	38,206	21,500	21,500	15,375	6,900			(14,600)
	2,431,629	2,291,400	2,480,660	2,480,660	1,573,153	2,546,558	-	-	65,898
									2.66%

**DEPARTMENT: PARKS & RECREATION****ACCOUNT DETAIL****Salaries & Wages – Full Time:**

The Director of Parks & Recreation, Assistant Director of Parks & the Assistant Director of Recreation are non union positions. Non union positions reflect an increase of 2.50% in this budget.

Three positions belong to the Town Hall Employees CSEA, Local 2001 SEIU Union. Salaries & wages for this union reflect an increase of 2.50%, per contract.

Eleven positions belong to the Parks & Recreation Department Teamsters Union Local 145 Union. Positions in this union reflect an increase of 2.25%.

<u>Parks &amp; Recreation</u>	<u>POSITION</u>	<u>2021 - 2022</u>		<u>2022 - 2023</u>		<u>INCREASE (DECREASE)</u>	
		<u>AMENDED</u>		<u>1st SELECTMAN</u>			
	<u>union #</u>	<u>AUTH.</u>	<u>BUDGET</u>	<u># AUTH.</u>	<u>PROPOSED</u>	<u># AUTH.</u>	<u>BUDGET</u>
Director of Parks & Recreation	nu	1	95,621	1	98,012	0	2,391
Assistant Director of Parks	nu	1	84,570	1	86,684	0	2,114
Assistant Director of Recreation	nu	1	70,324	1	72,082	0	1,758
Operations Supervisor	th	1	67,627	1	69,318	0	1,691
Administrative Assistant	th	1	51,375	1	52,659	0	1,284
Secretary	th	1	40,722	1	41,740	0	1,018
Maintainer	p & r	10	557,051	10	569,585	0	12,534
Mechanic	p & r	1	58,222	1	59,532	0	1,310
	<u>17</u>		<u>1,025,512</u>	<u>17</u>	<u>1,049,612</u>	<u>0</u>	<u>24,100</u>



*Correspondence  
for Jan mtg.*

*Nunnawauk Meadows*  
*Owned and Operated by:*  
*Newtown Housing for the Elderly, Inc.*

December 21, 2021

Victory Garden

Dear Gail:

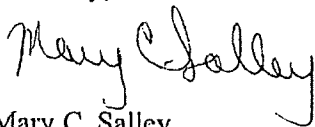
We want to extend our thanks and gratitude to everyone for the abundance of donations that we received over the course of 2021. Our community always looks forward to the deliveries.

This has been a challenging year for everyone and yet, without hesitation, we are supplied with vegetables that our residents need! We are also more than happy to accept the lovely flowers that are given from time to time!

We are so lucky and fortunate to have caring neighbors who share their wonderful talent with us. We know how much hard work is put towards caring for a garden and we are grateful to enjoy the fruits of your efforts!

We wish you all a very merry holiday and best wishes for a happy and healthy New Year!

Sincerely,



Mary C. Salley  
Executive Director

MCS/lwu



"This institution is an equal opportunity provider and employer."

TDD Users: 1-800-842-9710

3 Nunnawauk Road • Newtown, CT 06470

203-426-5000 • Fax: 203-426-4123 • [www.nunnawaukmeadows.com](http://www.nunnawaukmeadows.com)



Dear Amy -  
Thank you so much  
for sponsoring the  
Arts Festival this  
year - it was a  
great success! We  
look forward to  
working with you  
again in 2022!

Sincerely,  
Ann Thompson

# SNOW MUCH FUN

FRIDAY, JANUARY 28, 6-8 PM



Come celebrate winter with us! Join Newtown Parks and Recreation for an enjoyable time with games, a DJ, ice skating\*, a winter tractor ride, a bonfire & more. This will surely be an enjoyable evening for the entire family that you will not want to miss. "FORK IN THE ROAD" Food Truck will also join in, so come have dinner and enjoy an outdoor wintery evening.

\*Ice skating is not guaranteed, due to weather, but there will be plenty of activities.

**Activity Code:** 214101 A

**Friday, January 28**

**6:00-8:00 pm Ages: All Fee: \$3**

**Location:** Fairfield Hills Green

Keatings Farm Road & Washington Square



To Register: Call 203-270-4340 or visit  
<https://www.newtown-ct.gov/parks-recreation>

Sponsored by  
Newtown Parks and Recreation Department  
8 Simpson Street, Newtown, CT 06470

TOWN HALL SOUTH  
3 MAIN STREET  
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:** January 12, 2021

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

We have been repairing some recent vandalism, replacing signs and starting large brush/invasive removal projects. The annual holiday display has been removed for the season and the delayed luminary night went well and as did the clean up.

Winter equipment refurbishing is ongoing as well. We complete all required preventative maintenance as well as tackle and larger repairs/refurbishment that was put off during the season. The big trees that fell on Al's Trail this fall were cut up and removed.

Our annual reporting to the State for water and pesticide use has been completed and submitted.

**Dickinson Park:** Bathroom vandalism has been repaired here. Door deadbolts were added and the damaged partitions were repaired.

**Newtown Middle School:** No new news here.

**Orchard Hill:** Storm damage that we had only moved from the trails from the summer and fall has been cleaned up. The crew is now working on invasive removal from the meadow areas here.

**Lake Lillinonah:** The seawall here will be repaired once some other projects have been completed.

**Oakview:** No new news here.

**Tilson Field:** No new news here.

**Treadwell Soccer/Softball:** No new news here.

**Glander Fields:** We need to discuss dugout repair plan.

**Liberty Fields:** No new news here.

**Walnut Tree:** No new news here.

**Fairfield Hills:** Worked with Public Works to mark out parking and clean up around Kent House for the laser light event. Leaf and brush clean up was completed. Meadow mowing has started and will be ongoing during the winter when weather allows. Topsoil and debris was removed from Newsylum construction. Vacant building stairwells were filled in in cooperation with public works. We made a new "Covid" template which we mark on the walking trail when needed, weather permitting.

**NHS Fields:** All goals were removed and locked off of the fields.

**Sandy Hook School:** No new news here.

**Hawley School Fields:** No new news here.

**Eichlers Cove Marina:** All is quiet.

**Dog Park:** No new news here.

**Treadwell Park:** The walls in camp building have been patched. Guys are prepping floors and walls for paint. Some minor plumbing repairs are being done in the bathroom as well.

**Pole Bridge Preserve:** No new news here. Guys will be doing clean up here after Orchard Hill is complete.

**Watertown Field:** No new news here.

Staff:

- 376 hours of vacation/sick/personal/injury/discipline hours were used out of 1936 potential work hours in the past month. This represents a 19.5% loss in workforce.

