

TOWN OF BERLIN
Parks and Recreation Commission
230 Kensington Road • Berlin, CT 06037

Thursday, July 10, 2025
6:00 p.m.
238 Kensington Road, Berlin, CT 06037
MEETING

Join Zoom meeting

<https://berlinc-t-gov.zoom.us/j/85347346044?pwd=zBlp8srfzdFFOtPDLyJVrXq0QwAjl2.1>

Meeting ID 853 4734 6044

Meeting Passcode: 792825

By Phone (tolls may apply): +1 929 205 6099 US (New York)

Meeting Agenda

1. Audience of Citizens
 - a. Greg Starr representing Grassroots Berlin
2. Approval of Minutes
 - a. June 12, 2025
3. Consent Agenda
4. Parks and Recreation
 - a. Monthly Report
 - b. Community Senior Center Update
5. Parks & Grounds
 - a. Monthly Report
 - b. Disc Golf Update
 - c. Hubbard Field Lights Update
 - d. Little People's Playground Update
 - e. Vandalism at BHS Basketball Courts
 - f. Percival Soccer Field
 - g. Demore, Dinda, Bittner Jr. Memorial Pool Complex Update
6. Adjournment

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Parks and Recreation Commission
230 Kensington Road • Berlin, CT 06037

Thursday, June 12, 2025
6:00 p.m.
238 Kensington Road, Berlin, CT 06037
MEETING

ATTENDANCE:

Commissioners Present: Lucas VanZandt- Chairman, Christine Vale da Serra via Zoom, Greg Starr, Kerin Heemsoth, Jason Pelletier

Staff Present:

Jen Ochoa, Director of Community, Recreation and Park Services
Debbie Dennis, Superintendent of Recreation
Steve Wood via Zoom, Superintendent of Parks & Grounds

Chairman Lucas VanZandt called the meeting to order at 6:01 p.m.

Meeting Agenda

1. Audience of Citizens
No Audience of Citizens.
2. Approval of Minutes May 8, 2025
Commissioner Starr moved to approved minutes for May 8, 2025
Seconded by Commissioner Pelletier
Those voting in favor: Chairman Lucas VanZandt, Commissioner Greg Starr, Commissioner Kerin Heemsoth, Commissioner Jason Pelletier
Vote Being: 4-0 (MOTION CARRIED)
3. Consent Agenda
 - a. Request approval for the Class of 2026 to sell food and beverages at Berlin High School events during the fall of 2026.

Commissioner Pelletier moved to accept agenda item a
Seconded by Commissioner Starr
Those voting in favor: Chairman Lucas VanZandt, Commissioner Greg Starr, Commissioner Kerin Heemsoth, Commissioner Jason Pelletier
Vote Being: 4-0 (MOTION CARRIED)
4. Parks and Recreation
 - a. Monthly Report, Debbie Dennis, Superintendent of Recreation, they are doing well with pool passes and swim lesson registration starts on Monday. Commissioner's wanted to acknowledge Debbie for a great job.
5. Parks & Grounds
 - a. Monthly Report, Steve Wood, Superintendent of Parks & Grounds, wanted to recognise his Department for stepping up during the spring and working overtime to maintain the Grounds.

They used about 55-Gallons of paint for the Pool. Thank you to the Facilities Department for their assistance with this. The Town Council is supporting a project to aid mobility into the parks. They successfully planted 4500 flowers this year. They cleaned up Dennehy field as well. The department has assisted with the Memorial Day Parade and the UpBeat Picnic. Thank you to Rocky Hill Parks & Grounds for their loan of machinery, it has helped carry the department through the past few weeks.

- b. Disc Golf Update, Steve Wood, Superintendent of Parks & Grounds, in regard to feedback on the proposed course, it has been positive and negative. Steve Wood plans to meet with the Conservayion Commission to answer questions. The only permanent piece of the course proposed is the poles that hold the baskets. They are accepting feedback and making adjustments to accommodate different design issues. The Planning and Zoning Commission is also looking into limitations and alternatives.
- c. Demore, Dinda, Bittner Jr. Memorial Pool Complex Update, Discussion by Jen Ochoa, Director of Community, Recreation and Park Services asked for the Commission members to send their notes on the RFP for the Demore, Dinda, Bittner Jr. Memorial Pool Complex. There have been adjustments made to the scope of work and background information but would like the Commission to vote for approval.

Commissioner Starr motion to accept RFP for the Demore, Dinda, Bittner Jr. Memorial Pool Complex document

Seconded by Commissioner Pelletier.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Greg Starr, Commissioner Kerin Heemsoth, Commissioner Jason Pelletier

Vote Being: 4-0 (MOTION CARRIED)

6. Adjournment

Commissioner Pelletier motion to adjourn at 6:25 pm

Seconded by Commissioner Starr.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Greg Starr, Commissioner Kerin Heemsoth, Commissioner Jason Pelletier

Vote Being: 4-0 (MOTION CARRIED)

SUBMITTED BY,
Tiffany Trowbridge-Bernard

RECEIVED FOR RECORD
BERLIN TOWN CLERK



6/13/2025, 10:41:49 AM



Town of Berlin
Parks and Recreation Department
230 Kensington Road • Berlin, CT 06037
Office (860) 828-7056 • Fax (860) 828-1627
E-mail ddennis@berlinct.gov

Debra S. Dennis, CPRP
Superintendent of Recreation

Parks and Recreation monthly report for July

1. Daily/weekly coordination of programs with staff and businesses. Picking up supplies, time cards, daily fees from the pool, confirming paperwork, paying bills, going to field trips to pay fees, etc.
2. Summer is in full swing. Programs are going well.
3. Swim lesson registration is going well, lessons start July 7.
4. Programs that have already completed include "Sense" sational Summer Kick-off, several Painting w/Peggy classes, and Character Camp. First session of tennis is almost complete. We still have more tennis lessons, Summer Dance, Line Dancing, Painting w/Peggy, Personal Euphoria classes, Adventure Camp, Royal and Wicked's Camp, Arts Discovery Camp, Let's Discover Artists Camp, and Skyhawk's Camps – Volleyball, Basketball, Mini Hawks, Mini Sport Rookies, and Mini Sport All-Stars, at night, in the upcoming weeks. Our numbers are good considering the wide variety of programs we are offering, tennis numbers are low.

Swim Team started in June and the numbers are great for Juniors, one more than last year for Seniors.

5. Staff is doing a great job and have been handling the extreme heat as well as they can.

We will be offering a Lifeguarding class in August.

6. Have already begun booking rooms for the fall/winter/spring 2025-26, at the Community Center.

Debbie



Town of Berlin

Parks and Grounds

15 Town Farm Lane - Berlin CT

Office 860-828-7025

Fax 860-828-7124

E-mail swood@berlinct.gov

Steven T. Wood
Superintendent Parks and Grounds

Parks and Grounds June report

News:

- Finished Centurelli Path
- Installed flag at Centurelli Field
- Demo and removed all playground equipment Willard School
- Set up and takedown BHS graduation
- Hosted CIAC doubleheader

Daily

- Mow
- Groom and line ballfields
- Water and deadhead flowers

Weekly

- Services and repair irrigation around Town of Berlin
- Garbage & litter
- Wash and clean trucks
- Service mowers and equipment
- Paint athletic lines

Miscellaneous

- Removed backstop and fence at Willard School
- Cleared bank Paper Goods Pond
- Cleaned up fence line at Town owned cemeteries
- Delivered poles to Ragged Mountain
- Put grills together for UPBEAT
- Fixed gate Little Peoples Playground



JOIN US FOR A FUN-FILLED SUMMER STROLL!

Grass Roots Berlin (GRB) presents...

WALK N TALK

Connecting Community • Fresh Air • Giving Back



Date: Saturday, July 26



Time: 10:00 AM – 12:00 PM






Location: Pistol Creek Park, Berlin, CT



LET'S WALK, TALK, & CONNECT!

Get outside and enjoy a beautiful summer morning with friends and neighbors! Whether you're new to town or a long-time resident, the **GRB Walk n Talk** is the perfect way to:

-  Meet new people
-  Get moving and enjoy the outdoors
-  Strengthen our amazing Berlin community



SUPPORT THE FOOD PANTRY

We're walking for a cause! Bring a **non-perishable food item** to support the **Berlin Food Pantry**. Let's walk with purpose and help those in need!

Hosted by Grass Roots Berlin (GRB)

Questions? Contact us at <https://grassrootsberlin.com/>