

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

Thursday, October 9, 2025
6:00 p.m.
238 Kensington Road, Berlin, CT 06037
MEETING

Join Zoom meeting

<https://berlinct-gov.zoom.us/j/82669955990?pwd=FgjDGcU39gnhbPcxRQOFgqqCzZWCBZ.1&DeviceId=fffd6e5b-ce76-47ad-8a44-6d706d50de59&SessionId=1759333316053>

Meeting ID 826 6995 5990

Meeting Passcode: 936549

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

Meeting Agenda

1. Audience of Citizens
2. Approval of Minutes
 - a. September 18, 2025
3. Consent Agenda
 - a. Request by Berlin High School Class of 2026 to sell merchandise (blankets, umbrellas, keychains, string backpacks) at sporting events at Sage Park for the remainder of the 2025/2026 school year.
4. Parks and Recreation
 - a. Monthly Report
 - b. Fee Schedule Discussion
5. Parks & Grounds
 - a. Monthly Report
 - b. Signage Discussion
6. Adjournment

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

Thursday, September 18, 2025
6:00 p.m.
238 Kensington Road, Berlin, CT 06037
MEETING

ATTENDANCE:

Commissioners Present: Lucas VanZandt- Chairman, Jason Pelletier on Zoom, Tony Butrimas, Christine Vale da Serra, Kerin Heemsoth at 6:02 PM

Staff Present:

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

Chairman Lucas VanZandt called the meeting to order at 6:00 p.m.

Meeting Agenda

1. Audience of Citizens
Lisa Deseno, 212 Beckley Rd., discusses donation of \$500 towards a 6 foot Parks and Grounds bench and a plaque valued at \$360 to be installed on the bench in honor of Dan Cleland, who has passed from ALS. The bench will be placed at Pistol Creek.
2. Approval of Minutes July 10, 2025
Commissioner Butrimas moved to approved minutes for July 10, 2025
Seconded by Commissioner Vale da Serra.
Those voting in favor: Chairman Lucas VanZandt, Commissioner Christine Vale da Serra, Commissioner Jason Pelletier, Commissioner Tony Butrimas
Those Abstained: Kerin Heemsoth
Vote Being: 4-0-1 (MOTION CARRIED)
3. Consent Agenda
 - a. Request by Lisa Deseno for approval of donation of \$500 towards a 6 foot Parks and Grounds bench and a plaque valued at \$360 to be installed on the bench in honor of Dan Cleland. The bench will be placed at Pistol Creek.
 - b. Request by Berlin High School Boosters Association to hang presented banners at named locations for the 2025 - 2026 school year.
 - c. Request acceptance of the donation of the below signs to replace the existing signs at the press box at Scalise Field by an Anonymous Donor. The total value of all signs is \$2,000.
 - i. 2 metal Welcome signs, one faces the field, one faces the parking lot, size is 60" X 36"
 - ii. Women's Soccer State Champions Sign, size is 40" X 26"
 - iii. Football State Champions Sign, size is 40" X 26"
 - d. Request acceptance of donation of yard signs (2' X 3*) to be placed at the following

locations on the mornings of Berlin High School Football varsity football games and to be removed the morning after from Mark Holmes; Sage Park, Berlin High School, McGee Middle School, Hubbard Elementary School, Griswold Elementary School, Citgo Park and Hefferman Park. The signs are valued at \$3.50 each. Request by Ron Bosco of Berlin Lions Charities to be able to sell luminaries at Berlin High School home football games on October 30, 2025 and November 7, 2025. Funds raised will go towards local Veterans in need.

f. Request acceptance of a donation by Matson Farm of a maximum of 10 straw/hay bales, valued at approximately \$100 to be used for our Scarecrow Contest for the 2025 S c a r e c r o w Festival.

g. Request by CCC (Central CT Conference) to charge a fee of \$10 for adults, \$5 for students/seniors for a tournament to take place at Scalise Field, Sage Park on October 25, 2025 (10AM - 5:30PM) and October 28, 2025 (3:30PM - 9PM).

H. Request by CCC (Central CT Conference) to have field usage fees and light fees, not to exceed an amount of \$1370 waived for the CCC Tournament taking place at Scalise Field, Sage Park on October 25, 2025 and October 28, 2025.

Commissioner Butrimas moved to approve consent agenda items a, e, and f.

Seconded by Commissioner Vale da Serra.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Christine Vale da Serra, Commissioner Jason Pelletier, Commissioner Tony Butrimas, Commissioner Kerin Heemsoth
Vote Being: 5-0 (MOTION CARRIED)

Commissioner Butrimas moved to approve consent agenda item b

Seconded by Commissioner Heemsoth.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Christine Vale da Serra, Commissioner Jason Pelletier, Commissioner Tony Butrimas, Commissioner Kerin Heemsoth
Vote Being: 0-5 (MOTION DENIED)

Discussion, the banners that were approved previously were found next to other banners that are unapproved. There is a banner and sign policy that has specific language that needs to be followed. This signage in particular is related to the Marching Band behind the bleachers, a Berlin Redcoat Football Banner, and an additional Football sponsorship banner that they have hung on the back fence of Sage that were added and should be amended to the request.

Commissioner Butrimas moved to approve item number 5 on the BHS Booster Letter with future approvals from Marching Band representatives.

Seconded by Commissioner Pelletier

Those voting in favor: Chairman Lucas VanZandt, Commissioner Christine Vale da Serra, Commissioner Jason Pelletier, Commissioner Tony Butrimas, Commissioner Kerin Heemsoth
Vote Being: 5-0 (MOTION CARRIED)

Commissioner Butrimas moved to approve item number 7 on the BHS Booster Letter.

Seconded by Commissioner Vale da Serra.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Christine Vale da Serra, Commissioner Jason Pelletier, Commissioner Tony Butrimas, Commissioner Kerin Heemsoth
Vote Being: 5-0 (MOTION CARRIED)

Commissioner Butrimas moved to approve item number 8 on the BHS Booster Letter with modification with this banner to be placed only for BHS football game day and removed at end of game day.

Seconded by Commissioner Heemsoth.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Christine Vale da Serra, Commissioner Jason Pelletier, Commissioner Tony Butrimas, Commissioner Kerin Heemsoth
Vote Being: 5-0 (MOTION CARRIED)

Commissioner Butrimas moved to approve consent agenda item c
Seconded by Commissioner Vale da Serra.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Christine Vale da Serra, Commissioner Jason Pelletier, Commissioner Tony Butrimas, Commissioner Kerin Heemsoth
Vote Being: 5-0 (MOTION CARRIED)

Commissioner Butrimas moved to approve consent agenda item d
Seconded by Commissioner Vale da Serra.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Christine Vale da Serra, Commissioner Jason Pelletier, Commissioner Tony Butrimas, Commissioner Kerin Heemsoth
Vote Being: 5-0 (MOTION CARRIED)

Commissioner Heemsoth moved to approve consent agenda item g and h with review for next year.

Seconded by Commissioner Butrimas.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Christine Vale da Serra, Commissioner Jason Pelletier, Commissioner Tony Butrimas, Commissioner Kerin Heemsoth
Vote Being: 5-0 (MOTION CARRIED)

Discussion, CCC Tournament is hosted by Berlin, but for example the CCC also holds the tournament in other regions for other seasons. The Sage Improvement fund is where the fee when charged is put into. Discussion about researching for next year a fee that can be charged for useage that is comparable to surrounding towns.

4. Parks and Recreation

a. Monthly Report, Jen Ochoa, Director of Community, Recreation and Park Services, stated that the attendance for the Pool is up as well as Swim Team.

5. Parks & Grounds

b. Monthly Report, Steve Wood, Superintendent of Parks & Grounds, hosted the second annual field day at Sage Park. UCONN and UMASS presented at this. Rocky Hill and Meriden needed a hand with their fields. In return they had allowed us to borrow machinery when ours had broken. It is valuable to maintain these relationships. They were able to start and complete Willard playground, parking lot and courtyard. They painted crosswalks as well near the schools. Their new pool cleaning machine is helping keep the pool cleaner than ever. This year's pool staff didn't receive any complaints about the pool or its maintenance.

c. Demore, Dinda, Bittner Jr. Memorial Pool Complex Update, Jen Ochoa, Director of Community, Recreation and Park Services, they have disqualified the lowest bidder, they will be doing a scope review; she is looking for committee volunteers to sit on the scope review. Commissioner Donna Bovee and Chairman Lucas VanZandt are serving on this.

Discussion on parking spots at Sage Park and access or approval of parking. Commissioner Butrimas would like to know the role of Director of Operations and why the role isnt uniform for all BHS athletic teams.

6. Adjournment

Commissioner VanZandt motion to adjourn at 7:04 pm

Seconded by Commissioner Butrimas.

Those voting in favor: Chairman Lucas VanZandt, Commissioner Greg Starr, Commissioner Jason Pelletier, Commissioner Tony Butrimas, Commissioner Christine Vale da Serra

Vote Being: 5-0 (MOTION CARRIED)

SUBMITTED BY,

Tiffany Trowbridge-Bernard

RECEIVED FOR RECORD
BERLIN TOWN CLERK

A handwritten signature in black ink, appearing to read "Kelly J. Gault".

9/24/2025, 3:39:51 PM



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 October

1. Fall programs are underway; we have several dance and movement classes for a variety of ages, dog obedience class, line dancing – beginner and intermediate, virtual classes through Personal Euphoria, yoga and painting classes.
2. Winter basketball registration started September 22. Registration is good with 76 registered as of Monday, October 6, we still have several more weeks of registration.
3. I contacted basketball staff from last year, to see who is not returning to determine number of new staff to hire. I am anticipating a few staff will need to be hired. I will post on the Town website, Facebook page and announcements will be made at BHS. We have already received some interest in any open positions.

Kaitlin Starr will oversee the boys 5-8 grade and girls 5&6 grade games and Mike Buchholz will oversee the boys and girls 3&4 grade games.

Co-ed K-2 basketball will be offered again, with some changes. We will also advertise for additional staff to help run this program. Registration will start end of November.

4. The Scarecrow Contest this year will have the scarecrows on display as you drive into the Arthur B. Powers Municipal complex, starting October 10. People can vote for the Berlin's Best Scarecrow, starting October 14 through October 24. Voting slips will be available at Town Hall, Berlin Peck Memorial Library, the Berlin Senior Center and the Parks and Recreation Department/Community Center. Winner will be announced on October 31. We will again have solar lights so the scarecrows will hopefully be visible at night.

We are doing a Trunk or Treat event at the Berlin Community Center on Saturday, October 25, from 6-7 p.m. People must register ahead of time and we will have people handing out candy/goodies at their "trunk". We currently have 10 people decorating trunks and hope to get a few more.

5. Plans are underway for the annual Tinsel Fun Run and registration will start soon. Race will be held at Berlin High School on Saturday, December 6.

Debbie

2026 TOWN OF BERLIN FEE SCHEDULE - EFFECTIVE UPON ADOPTION BY THE TOWN COUNCIL
NOTE: STATE STATUTE & REGIONAL HEALTH FEES MAY CHANGE AT ANY TIME

Contact

Ryan Curley

Debbie Dennis

YOY Change

Changes highlighted

241	Mobile Home Park Rental					
242	Each Unit (per month) - late fee of \$15 charged if rent is paid after the 10th business day of the month	350.00				
243	Parks & Recreation					
244	Halloween Event, per child	5.00			eliminate fee	eliminate fee
245						
246	Youth Athletic Leagues and Teams					
247	Basketball – Winter 3 rd -8th Grade Basketball, Boys & Girls	100.00			105.00	105.00
248	Including \$10 Late Fee after deadline if spots are available in 3 rd -8 th grade winter basketball.	110.00			115.00	115.00
249	Including additional \$10 fee for any registrations accepted after evaluations if space is available.	120.00			125.00	125.00
250	Adult Recreational Sport Activities					
251	Winter – Resident Women's 30 plus Recreation Volleyball - season	65.00			70.00	70.00
252	Winter - Resident Additional 2 weeks *if school is available				80.00	80.00
253	Winter - Non-Resident Women's 30 plus Recreation Volleyball - season				90.00	90.00
	Winter - Non-Resident additional 2 weeks *if school is available	85.00			100.00	100.00
	Recreation Programs Special Revenue Fund					
	*Special Revenue Programs will be available to residents and non-residents with residents having priority for registration. Non-residents will be charged a higher registration fee than residents. An administrative fee and 3% of gross program revenue is applied and transferred to the general fund from the Special Revenue account for all programs, 5% of gross program revenue is applied and retained in the Special Revenue Account for all programs. The fees are set separately and vary by program.					
254	Summer Program	100.00 per week	100.00 per week	100.00 per week	105.00 per week	105.00 per week
255	Summer Program - any 4 day week	85.00 per week	85.00 per week	85.00 per week	90 per week	90 per week
256	Summer Program - any 3 day week	70.00 per week	70.00 per week	70.00 per week	eliminate fee	eliminate fee
257	Junior Counselors Fee for Summer Program	70.00 per week				
258	Room Rentals- Berlin Community Center (Whole day rental is charged after 4 hours)					
259	Multi-Purp. Room- Whole Day- In Town Profit or Non-Profit	80.00				
260	Multi-Purp. Room, Half Day, up to 4 hours In Town, Profit or Non-Profit	50.00				
261	Multi-Purp. Room, Whole Day, Out of Town Profit or Non-Profit	100.00				
262	Multi-Purp. Room, Half Day, up to 4 hours Out of Town Profit or Non- Profit	60.00				
263	Meeting Room In Town Whole Day Profit or Non-Profit	30.00				
264	Meeting Room In Town Half Day up to 4 hours, Profit or Non-Profit	25.00				
265	Meeting Room Out of Town, Whole Day, Profit & Non-Profit	40.00				
266	Meeting Room Out of Town, Half day up to 4 hours, Profit & Non-Profit	30.00				
267	Berlin Community Center					
268	Birthday Parties will be charged existing room rental rate and a refundable deposit of \$50.					
269	Local Youth Sports Teams – End of the Year Parties will be charged existing room Rental and a refundable deposit of \$50.					
270	All Berlin Non-Profit Organizations will be charged unless an exemption waiver is filled out and approved by the Town Manager acting on behalf of the Town Council.					
271	Supervision/custodial costs will be added for all after hours use.					

2026 TOWN OF BERLIN FEE SCHEDULE - EFFECTIVE UPON ADOPTION BY THE TOWN COUNCIL

NOTE: STATE STATUTE & REGIONAL HEALTH FEES MAY CHANGE AT ANY TIME

YOY Change

Contact

Changes highlighted

272	OUTDOOR POOLS					
273	Season Pass - Household	85.00				85.00
274	Season Pass - Individual	55.00				55.00
275	Replacement Tag	2.00				2.00
276	Senior (60+) Season Pass - Individual	30.00				30.00
277	Daily Passes					
278	Adult Resident	10.00				10.00
279	Child/Senior (60+), Resident	5.00				5.00
280	Adult Non-Resident	20.00				20.00
281	Child/Senior (60+), Non-Resident	10.00				10.00
282						
283	Swim Team - each participant is given a swim pass (residents only). Resident first/second child	135/115				135/115
284	Swim Team Non-Resident per child	145.00				145.00
	Lifeguard Training Course	160,000 Res 170,000 non-res				160,000 Res 170,000 non-res
285						
286	Pavilions Timberlin/Sage					
287						
288	Pavilions Local	100.00				100.00
289	Pavilions Non-Local	150.00				150.00
290	Deposit for Pavilion - Refundable	90.00				90.00
291	Equipment if requested/Retainer and refundable	55.00				55.00
292						
293	Field Light Fees					
294	All fields, per hour local	60.00				60.00
295	All fields, per hour, non-local/For-profit	75.00				75.00
296						
297	Sealsie Football Field/Biscoglio Field, Sage Park Field/Biscoglio Field Rates					
298	Non local/For profit groups renting Sealsie Field or Biscoglio Field are required to pay all Supervision/Grounds out-of-pocket costs. Sealsie Field must be rented at least 3 hour minimum.					
299	Grounds Rates (minimum of 3 hours)	\$70/hour	\$70/hour			\$70/hour
300	Custodial Rates (minimum of 3 hours)	\$70/hour	\$70/hour			\$70/hour
301	Local	\$40/hour	\$40/hour			\$40/hour
302	Non local/For Profit	\$80/hour	\$80/hour			\$80/hour
303	Local/Full Day (8 hours+)	240.00	240.00			240.00
304	Non local/For Profit/Full Day (8 hours+)	480.00	480.00			480.00
305						
306	Usage Deposit					
307	Concession Local	105.00	105.00			105.00
308	Concession Non-Local/For Profit	210.00	210.00			210.00
309	Facility/Stadium Local	105.00	105.00			105.00
310	Facility/Stadium Non-Local/For Profit	210.00	210.00			210.00
311						
312	FIELD RENTALS (Grass Fields)					
	Non local/For profit groups renting fields where lights or bathroom facilities are requested will be required to pay all Supervision/Grounds out-of-pocket costs. Per the Field/Facility Use Policy, Section 1B.					
313	exempt from field fees. To be billed as a Local Team, the team/league must have 75% of their roster(s) made up of Berlin residents, verified by Field/Facility Use Policy, Section 1B.					
315	Local	\$25/hour	\$25/hour			\$25/hour
316	Non-local/For Profit	\$75/hour	\$75/hour			\$75/hour
317	Local/Full Day (8 hours+)	150.00	150.00			150.00
318	Non-local/For Profit/Full Day (8 hours+)	450.00	450.00			450.00
319	All fields deposits:					
320	Local	105.00	105.00			105.00
321	Non Local/For Profit	120.00	120.00			120.00
322	Penalty for violation of Open Space Ordinance 4-97, per offense	50.00	50.00			50.00

2026 TOWN OF BERLIN FEE SCHEDULE - EFFECTIVE UPON ADOPTION BY THE TOWN COUNCIL

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Contact

YOY Change

Changes highlighted

323	BHS & McGee Basketball and Tennis Courts - Local	25.00		25.00		30.00		30.00
324	BHS & McGee Basketball & Tennis Courts Non-Local	35.00		35.00		40.00		40.00
325	BHS & McGee Basketball and Tennis Courts Light charges when used by groups making a profit from the usage of these facilities (Cost per court)							
326	Lights Per Hour, Local	60.00		60.00				
327	Lights Per Hour, Non-local/For Profit	75.00		75.00				
328								
329	PISTOL CREPK							
330	Room Rentals/Grounds (Note: Whole Day Rental is charged after 4 hours).							
331	Multi-purpose Rooms/Grounds - Whole Day, In-Town, Profit or Non-Profit	100.00		100.00				
332	Multi-purpose Rooms/Grounds - Half Day, In-Town, Profit or Non-Profit	75.00		75.00				
333	Multi-purpose Rooms/Grounds - Whole Day, Out-of-Town, Profit or Non-Profit	200.00		200.00				
334	Multi-purpose Rooms/Grounds - Half Day, Out-of-Town, Profit or Non-Profit	150.00		150.00				
335	Outside Deck - Hourly Rate	30.00/hr		30.00/hr				
336	Damage Deposit Required of All Groups	90.00		90.00				
337	Local Youth Sports Teams End of Year Parties will be charged existing room rental rates and a refundable deposit of \$90.00							
339	All Supervision and Custodial costs will be paid out-of-pocket.							
340	Fee Waiver exemptions must be completed in advance and approved by the Town Manager acting on behalf of the Town Council.							
338	Field/Facility use key deposit	50.00		50.00		relocated		relocated
341								
342	Planning & Zoning Commission *							
343	Subdivision or Resubdivision (2 lots)	\$352 minimum	58.00*	\$410 minimum				
344	Subdivision or Resubdivision (more than 2 lots)	250.00 per lot, plus \$2	58.00*	Total number of lots X\$250 (plus state fee of \$60)				
345	Site Plan Review excluding Subdivision (\$352 for first 5,000 sq. ft. of building area plus \$.10 per additional sq. ft. over 5,000)	\$352 minimum	58.00*	\$410 minimum				
346	Minimum	352.00	58.00*	410.00				
347	Maximum	1,942.00	58.00*	2,000.00				
348	Special Event Site Plan Review by Commission	152.00	58.00*	210.00				
349	Special Event Administrative Review	50.00		50.00				
350	Subdivision Regulations print	15.00		15.00				
351	Site Plan Amendment (up to 10,000 additional square feet)	202.00	58.00*	260.00				
352	Site Plan Amendment (over 10,000 additional square feet)	252.00	58.00	310.00				
353	"Plan of Conservation and Development" print	30.00		30.00				
354	Zoning Regulations print	50.00		50.00				
355	Bulk Amendments to Zoning Regulations print	10.00		10.00				
356	Zoning Map - Black & White	8.00		8.00				
357	Zoning Map - Color	20.00		20.00				
358	Zone Map Amendment	252.00	58.00*	310.00				
359	Text Amendment	402.00	58.00*	460.00				
360	Map Copy 11 x 17	1.50		1.50				
361	Map Copy 17 x 24	3.00		3.00				
362	Map Copy 22 x 34	5.00		5.00				
363	Map Copy 34 x 44	8.00		8.00				
364	Excavation Permit - \$172 (plus \$75 per 1,000 cubic yards or any fractions thereof, of material to be removed - if approved)	172.00 +	58.00*	230.00+				
365	Fill Permit - \$172 (plus \$75 per 1,000 cubic yards of material to be filled - if approved)	172.00+	58.00*	230.00+				
366	Special Permit	222.00	58.00*	280.00				
367	Certificate of Zoning Compliance	50.00		50.00				
368	*There is a \$60.00 Land Use Application Fee established under CGS Sec. 22a-27j. - \$58.00 goes to the State of CT - \$2.00 is retained by the Town - this is reflected in the Total Fee							

Maureen Gusli

FIELD FEES COMPARISON

TOWN	GRASS FIELD		TURF FIELD		LIGHTS	
	LOCAL	NON-LOCAL	LOCAL	NON-LOCAL		
Cromwell	\$25/hour	\$50/hour	NO TURF FIELD	NO TURF FIELD		
Local Fee is determined if 67% residents						
Newington	\$40/hour	\$80/hout	\$100/hour	\$200/hour	\$30/hour	
Local Fee is determined if 90% residents						
Rocky Hill	\$25/hour	\$50/hour	\$50/hour	\$100/hour		
Local Fee is determined if 67% residents						
New Britain	\$25/hour	\$50/hour	\$75/hour	\$150/hour		
Local Fee is determined if 75% residents						
Wethersfield	\$25/use	\$100/use + maintenance	\$100/hour + maintenance	\$200/hour + maintenance		
Local fee is determined by 67% residents						
BERLIN	\$25/hour	\$75/hour	\$40/hour	\$80/hour	\$60/hour local \$75/hour non-local	
Local Fee is determined if 75% residents						
RECOMMENDED FEES	\$25/hour	\$80/hour	\$40/hour	\$80/hour	\$60/hour local \$75/hour non-local	



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 September Report

News:

- Removed and installed a new swing at the Grove
- Repaved lower Path Pistol Creek
- Site work and base for the cupula at the Meeting House
- Cleared Infront of B banner at sage

Daily

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

Weekly

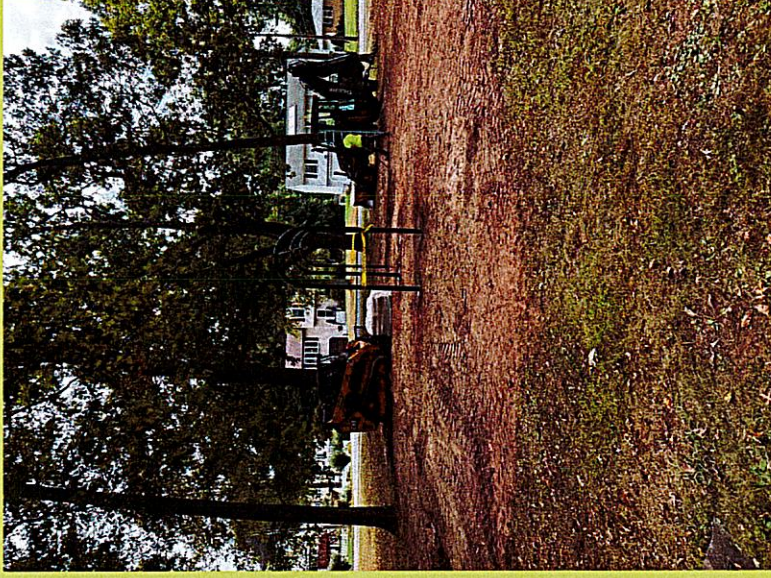
- Services and repair irrigation around Town of Berlin
- Garbage & litter
- Wash and clean trucks
- Service mowers and equipment
- Paint athletic lines

Miscellaneous

- Cut out and silt softball & ballfields fields
- Food from Stop & Shop to Pistol Creek
- New dumpster pad Town Hall
- Checked plows for winter
- Bee's nest South Slope
- Clean green building Sage for new lights for Sage 1 & Zip
- Assisted with delivering carts etc. to the Berlin Fair
- Fall decorations Town buildings

**September 2025
With The Parks &
Grounds Department**

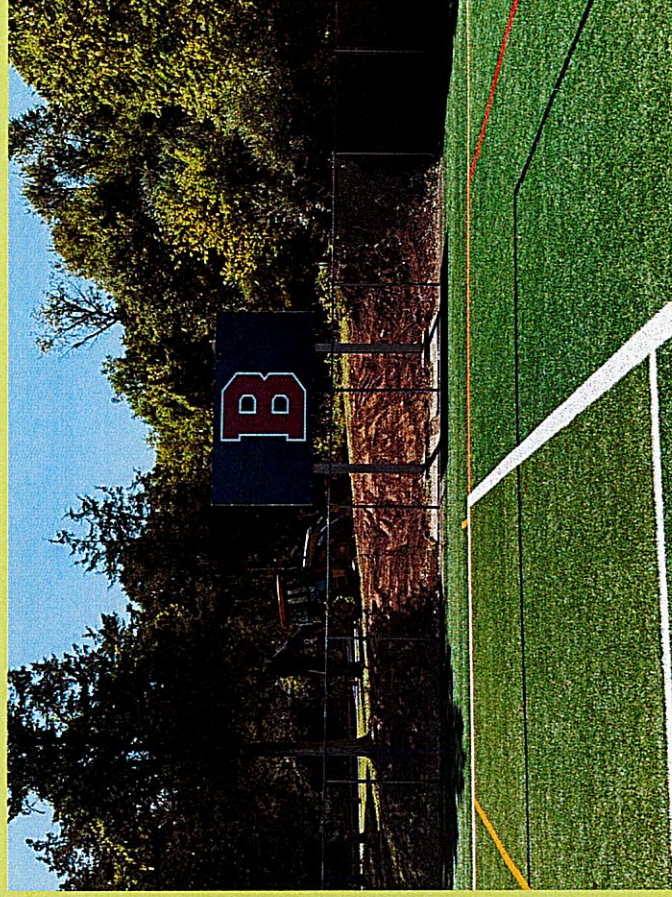
Removed and installed new swing at the Grove in East Berlin



Cleared in front of B banner at Sage Park Field



Before

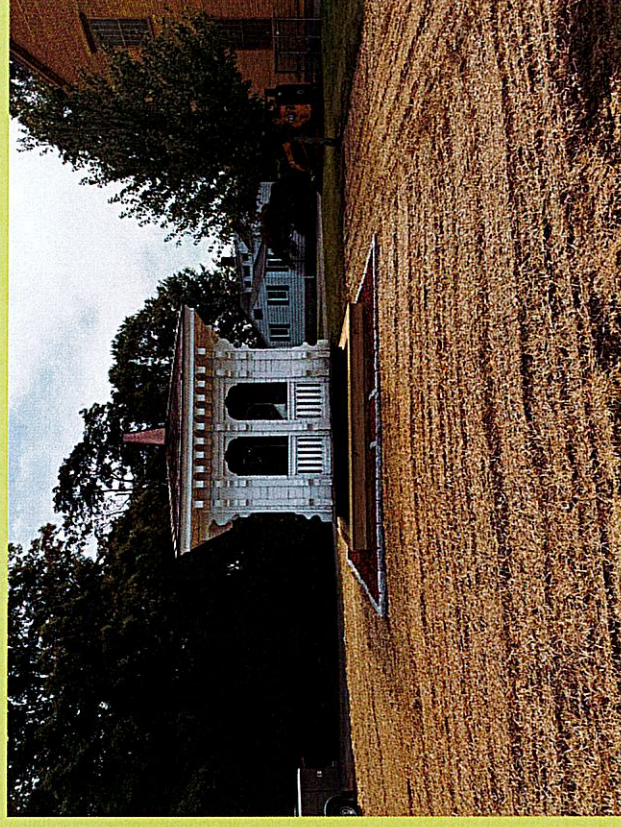


After

Removed bee's nest on South Slope Drive



Site work and base for the cupola at the Meeting House



Repaved lower path at Pistol Creek



New dumpster pad at Town Hall



Current regulations from Planning and Zoning

There aren't any special provisions for town owned property. Currently each property would have to comply with whatever signage is allowable in the zone that they're in or what may have been granted for approval during the building process.

6. Permitted signs:

- c. *Signs permitted in all districts with a sign permit.*
 - i. *Signs pertaining to service club meetings; such signs not to exceed four square feet in area.*
 - ii. *Temporary signs, provided that:*
 - (1) *A temporary permit has been issued by the ZEO indicating the nature, size, location and tenure of the signs;*
 - (2) *The permit shall be valid for a period not to exceed 30 days;*
 - (3) *The Signs shall be removed within 24 hours after the event; and*
 - (4) *Such signs shall not be illuminated.*
 - ...
 - iv. *Signs for the advertisement of goods and services at a facility for spectator sports, such as baseball, softball, football or soccer, provided that the facility is a noncommercial facility, and the signs are intended for viewing only by the spectators within the facility, and Willow Brook Park.*
 - ...
 - I. *Public service signs may be permitted only after issuance of a special permit by the Commission. These signs may be permitted in the BT-1, BT-2, GC, PS-A, PS-B, CCD-1, and CCD-2 zones, provided they meet the following criteria:*
 - 1. *The premises upon which the signs are to be located shall have frontage on a state highway.*
 - 2. *Signs shall be located at least ten feet from the street line.*
 - 3. *No such sign shall be permitted within a 2,500-foot radius of another public service sign.*
 - 4. *For properties within one-half mile radius of the Berlin Train Station (building entrance), no sign shall exceed 20 square feet in area nor 12 feet in height. For properties more than one-half mile from the train station, and as otherwise permitted, the maximum allowable size of the electronic messaging copy area may be up to one-half the size allowed for the freestanding identification sign in that zone.*
 - 5. *If the use of said sign is discontinued for a continuous period of 90 days, the commission may revoke said special permit and take action to cause said sign to be removed.*
 - 6. *Electronic message center technology (EMC) may be used provided:*
 - a. *The message is stagnant, changing no more than once every ten (10) seconds, but*

with no flashing, rotating, animation or otherwise distracting copy so as to cause a nuisance for drivers;

b. The EMCs have automatic dimming capability that adjusts the brightness to ambient light for day and night, and provided no more than one third (1/3) of the display area is of a white or bright off-white background at any time.

c. Each line of message lettering is not to exceed 12 inches in height;

7. Sponsorship acknowledgement may be provided on the sign provided it does not exceed 20% of the total sign area, is non-electronic, carries only the name or logo of the sponsoring entity (business, institution, organization or person(s)) and does not advertise the entity by use of address, or contact information, etc.

(amended 2/19/2020)