

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

Thursday, August 13, 2020

6:00 p.m.

Berlin Community Center

Multi-Purpose Room

Link to video meeting –

<https://townofberlin.my.webex.com/townofberlin.my/j.php?MTID=m481096727039fe6d38068e1c1ed2eac9>

Meeting Number: 132 499 3696

Password:

Mt2EdEkd8p8 (68233353 from phones and video systems)

Call-In Information:

+1-408-418-9388 United States Toll

Access code: 132 499 3696

Meeting Agenda

1. Audience of Citizens

- a. BHS Athletic Booster Association, Inc.

2. Approval of Minutes

July 9, 2020

3. Consent Agenda

- a. Request approval for the Berlin High Schools Boosters Association to hang presented banners during the Fall 2020 season.
- b. Request approval for the Berlin Little League to hang presented banners during the Fall 2020 season.

4. Parks & Grounds

- a. Monthly Report
- b. Sage 1 Update

5. Parks and Recreation

- a. Monthly Report
- b. Community/Senior Center Update

6. Adjournment

Berlin High School Athletic Booster Association, Inc.

August 5, 2020

Jen Ochoa, Director
Parks and Recreation Commission
230 Kensington Road
Berlin, CT 06037

Dear Jen:

As required by the Parks & Rec Commission's Banner & Sign Policy, this letter is to request permission, on behalf of the BHS Athletic Booster Association, Inc. for the following teams to hang banners on the fences at Scalise Field, Sage Park.

Football

Men's & Women's Soccer

Men's & Women's Lacrosse

Cheerleading

1. Hang four (4), 40" tall x 30' long windscreen banners on the visitor's side of Scalise Field, two on each end, beginning at the 30-yard line going to the goal line. See exhibit 1.
2. Hang two (2) banners, approximately 40" x 40", vinyl banners on the fence at the end zone in front of the fan picnic table area. Memorial banners. See exhibit 2.
3. Hang two (2) banners, 40" tall x 8' long, vinyl banners on the fence, entrance to Scalise Field fence, facing the field. Sponsor banners. See exhibits 3 & 4.

4. Hang one (1) banner, approximately 40" x 40", vinyl banner on the fence separating Scalise Field and the upper soccer field, nearest to the concession stand. Class Act School Banner.

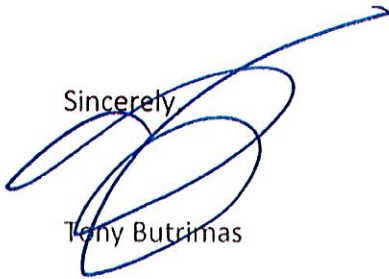
All banners will be secured to the fence with either plastic zip ties or tennis clips.

Banners will be hung up at the beginning of the Fall Sports Season, no later than September 15, 2020 and removed at the end of the Fall Sports Season, but no later than December 15, 2020. The four (4) windscreen team banners, will be re-installed for the start of Spring Sports Season but no later than March 15, 2021 and removed at the end of the Spring Sports Season but no later than June 20, 2021.

The six (6) team representatives have met, along with BHS Athletic Director, Dave Francalancia, discussed and agreed to the banners and the placement of the banners. See attached letter of approval from Dave Francalancia.

Contact person for any issues that may arise with the banners is the Athletic Booster Association President, Tony Butrimas, (860) 778-5159, butrimas@comcast.net.

Sincerely,



Tony Butrimas

President

BHS Athletic Booster Association, Inc.

Sage Park Banners

Mesh Fence banners 40" tall x 30' long with grommets

 **REDCOAT CHEERLEADING**

 **REDCOAT FOOTBALL**

 **REDCOAT LACROSSE**

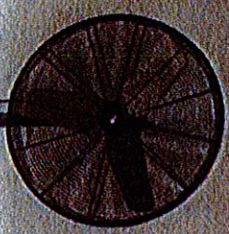
 **REDCOAT SOCCER**



Berlin Redcoat Football THANKS our 2019 Sponsors!

KEVIN BUDNEY • DEMKO FAMILY • KEEP ME HOME • ROSENBERG ORTHODONTICS • LOMAGLIO FAMILY

<p>Acura of Berlin Addams Family Amco Precision Tool Bakery on The Ave Biretta Provisions Beacon Pharmacy Berlin Sports Berlin Volunteer Fire Department Berlin Youth Football and Cheer Carstar Central Connecticut Labor Service Companion Industries Cornerstone Real Estate Connecticut Valley Builders CWPM Damore Family</p>	<p>DeFranco'sco Family Dr. Dennis Giannoli DDS Edco Engineering EverSource Ferguson Family HDI Hrabiec Family Image Ink Jon Leary Associates Kensington Auto Service Kensington Market Kenwood Auto Krupa Family Lynch Family M&M Discount Liquors Minnifort Brothers</p>	<p>Marchetti Landscaping Marchetti Quality Painting & Cabinet Refinishing Mario's Pizza and Catering Mazzarella Builders Micky Films Midstate Air Compressor Mongillo Family Nadeau Brothers Foundations New Britain Transportation Nick Zuk Memorial Foundation Northeast Safety Shoe Papa's Chrysler Dodge Jeep RAM Pavano Dombrowski LLC Pearson Family Powerhouse Gym Rocco Construction</p>	<p>Sculptures Salon Select Physical Therapy Simeone Wood Specialty Transport Solutions International State Representative Joe Arcsinowicz State Representative David Arconti State Representative Russ Morin House Majority Leader Matt Ritter State Representative Jason Rojas T-Cap Foundation Tascia Ford The Avenue Restaurant Tim Masters Visual Perceptions Wild Arts Taxidermy Wood Family</p>
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2016 Berlin Redcoats Girls Soccer

would like to Thank Our Sponsors

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Berlin High School

Eileen H. Eustis
Principal

Katie M. Amenta
Assistant Principal

Barbara Ventura
Assistant Principal

Patricia H. Pires
School Counseling
Supervisor

David A. Francalanga
Director of Athletics, Health,
and Physical Education

139 Patterson Way
Berlin, CT 06037

Tel (860) 828-6577
Fax (860) 829-2169

Twitter/Instagram
@BHS_Berlin_CT

Facebook.com/
BerlinHighSchool

To: Park and Recreation Department of Berlin

From: David A. Francalanga, Director of Athletics, Berlin High School

I am writing in support of the Berlin High School Sports team banners that will be displayed at Sealise Field, Sage Park. I have met with the Berlin Booster team representatives and have agreed with their proposal being submitted by Booster president, Tony Butrimas, for the banners to be hung for the fall 2020 and spring 2021 season. If you have any questions or concerns, please feel free to contact me.

Best regards,

Dave

David A. Francalanga
Director of Athletics
Berlin High School & McGee Middle School
Director of PE & Health K-12
dfrancalanga@berlinschools.org
860-828-6577 ext. 6

Purpose • Passion • Pride

Berlin Little League (including Softball)

From: BEAUTIFIED CABINETS INC <beautifiecabinets@sbcglobal.net>
Sent: Saturday, August 1, 2020 8:13 AM
To: Jennifer Ochoa <jochoa@town.berlin.ct.us>
Subject: Re: NEW Banner Policy

4X8 vinyl signs wire tried to fence

4x8 plywood signs bolted to fence like we have done for 45 years its are big fun raiser

if we replace they will be vinyl only

petit 1+2

centruelli field

BILL PETIT PRESIDENT

Hi Bill –

Thanks for the information. I will pass on to the Commission. So, to confirm you only have signs hanging at Petit 1 and 2 and Centurelli? None at Baretta, Dennehey, any other fields?

baretta 6 old signs

BILL PETIT PRESIDENT

Berlin Little League - Sofball

Contact: Billy Petit 860-690-7535 Centurelli field

Sponsorship signs @ banners

4x8 plywood- all painted green - white lettering

4x8 Vinyl Banners - green background- white letters- some color logos

Signage will be attached to outfield fencing in fair territory between foul poles with plastic wire ties

Thank you,

Billy Petit

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

Thursday, July 9, 2020

5:00 p.m.

Berlin Community Center

Link to video meeting –

<https://townofberlin.my.webex.com/townofberlin.my/j.php?MTID=m5c83420889adac29944c2c3e9bec05bb>

Meeting Number: 132 244 2743

Password:

jEUXtfPG722 (53898374 from phones and video systems)

Call-In Information:

+1-408-418-9388 United States Toll

Access code: 132 244 2743

Meeting Agenda

ATTENDANCE:

Commissioners Present: Donna Bovee – Chairwoman, Tony Butrimas, Don Dellaquila, Steve Hinchliffe (joined at 5:14 p.m.), Andrew Legnani, Dinesh Patel (joined at 5:03 p.m.)

Staff Present:

Jen Ochoa, Director of Community, Recreation and Park Services

Debbie Dennis, Superintendent of Recreation

Steve Wood, Superintendent of Public Grounds

Chairwoman Bovee called the meeting to order at 5:01 p.m.

1. Audience of Citizens

- a. Leo Calderone, 95 South Ridge Lane, Unit B101 –Mr. Calderone suggested modification of existing tennis court(s) or building of new courts for Pickleball, which is a fast-growing game/sport for all ages. It is a combination of tennis, racquetball and ping-pong and a tennis court is able to hold two pickleball courts. Mr. Calderone reports that the approximate cost to modify an existing tennis court is about \$1,500-\$2,000 and the cost to construct a new dedicated court is about \$20,000-\$25,000. He has identified some certified instructors that would be willing to donate their time to teach people to play. The Commission thanked Mr. Calderone for his suggestion and research. It noted that this year's budget has already been set and funds are very tight, but it will do some research on pickleball for future discussion in August or September 2020.

(Commissioners Patel and Hinchliffe joined by this point.)

- b. Paula Archacki, Kensington Garden Club, 65 Spicewood Lane – Ms. Archacki serves as the Kensington Garden Club's President and proposes modification to Volunteer Park. She

thanked Superintendent Wood and his crew for their hard work to date removing weed overgrowth and non-native plantings, and she proposes donation of native plantings that will add 4-season visual interest and provide food /shelter to native insects. Ms. Archacki proposes to provide donated plantings in Fall 2020 or Spring 2021, dependent upon the availability of plantings as well as Grounds department labor. The Commission thanked Ms. Archacki for her proposal.

- c. Michael Bannon, NB Bombers, 100 Longview Drive - Mr. Bannon coaches the NB Bombers travel softball team which is currently made up of eight Berlin resident players and four non-resident players. The team charges low fees to players and cannot afford to pay for non-resident field rental without significantly raising the cost to players. Mr. Bannon has tried but is unable to add more players to meet the 75% Berlin resident requirement and asks for an exception to the non-resident field rental rate. The Commission acknowledged the Bombers' situation, noting that several other organizations have asked for waivers in the past but the Commission has been consistent in enforcing the policy.

2. Approval of Minutes

June 11, 2020

Commissioner Dellaquila moved to approve the June 11, 2020 minutes.

Seconded by Commissioner Butrimas.

Those voting in favor: Chairwoman Bovee, Commissioner Butrimas, Commissioner Dellaquila, Commissioner Hinchliffe, Commissioner Legnani, Commissioner Patel

Vote being 6-0. (MOTION CARRIED).

Commissioner Patel moved to add item c to the Consent Agenda: "Request acceptance of a donation comprising of shrubs, flowers, mulch and tree in the estimated value of \$2,519.82 from the Kensington Garden Club to be used to beautify Volunteer Park."

Seconded by Commissioner Butrimas.

Those voting in favor: Chairwoman Bovee, Commissioner Butrimas, Commissioner Dellaquila, Commissioner Hinchliffe, Commissioner Legnani, Commissioner Patel

Vote being 6-0. (MOTION CARRIED).

Commissioner Legnani moved to add item d to the Consent Agenda: "Request waiver of non-resident field rental fees for the NB Bombers 2020 softball season."

Seconded by Commissioner Butrimas.

Those voting in favor: Chairwoman Bovee, Commissioner Butrimas, Commissioner Dellaquila, Commissioner Hinchliffe, Commissioner Legnani, Commissioner Patel

Vote being 6-0. (MOTION CARRIED).

3. Consent Agenda

- a. Request approval for the Berlin High School Boosters Club to sell food, beverages and merchandise at Berlin High School events during the 2020-2021 school year.**
- b. Request approval of a fee waiver request from Scott Unnever of the U.S. Census Bureau for the rental fees of multiple uses of the Community Center rooms. (REQUEST WITHDRAWN)**

(NEWLY ADDED)

- c. Request acceptance of a donation comprising of shrubs, flowers, mulch and tree in the estimated value of \$2,519.82 from the Kensington Garden Club to be used to beautify Volunteer Park.**

(NEWLY ADDED)

- d. Request waiver of non-resident field rental fees for the NB Bombers 2020 softball season.**

Commissioner Legnani moved to approve Consent Agenda item a.

Seconded by Commissioner Dellaquila.

Those voting in favor: Chairwoman Bovee, Commissioner Dellaquila, Commissioner Hinchliffe, Commissioner Legnani, Commissioner Patel

Vote being 5-0-1. (MOTION CARRIED) Commissioner Butrimas abstained from the vote.

Commissioner Legnani moved to approve Consent Agenda item c.

Seconded by Commissioner Butrimas.

Those voting in favor: Chairwoman Bovee, Commissioner Butrimas, Commissioner Dellaquila, Commissioner Hinchliffe, Commissioner Legnani, Commissioner Patel

Vote being 6-0. (MOTION CARRIED).

Commissioner Dellaquila moved to approve Consent Agenda item d.

Seconded by Commissioner Legnani.

The Commissioners acknowledged that the families of the resident players are Berlin taxpayers, but agreed that the residency requirements were put into place for a valid reason. They also noted that several other similar requests for non-resident fee waiver have been considered and denied.

Those voting against: Chairwoman Bovee, Commissioner Butrimas, Commissioner Dellaquila, Commissioner Hinchliffe, Commissioner Legnani, Commissioner Patel

Vote being 0-6. (MOTION DEFEATED).

4. Parks & Grounds

- a. Monthly Report** – (See attached) Superintendent Wood noted that there has been considerable litter at Sage Park, McGee and BHS basketball and tennis courts despite ample trash and recycling receptacles. There have been one to two Grounds staff members picking up trash

daily, but once school is back in session the department won't have the manpower to continue this practice. Director Ochoa asked for extra evening Police patrols and Town Manager Jayawickrema will ask school security to monitor the areas when possible. The Commissioners discussed the possibilities of adding signage inside of the court fencing reminding users to remove their trash, as well as locking the courts if the littering continues.

Mr. Wood also noted that a large section of grass on Zipadelli infield died as a result of a bug that feeds on bluegrass. The area will be thatched and overseeded, but continued treatment to Zipadelli and Sage 1 will be required over the next two years. (The cost for one treatment application is \$2,500.) There is money to cover this cost in the Grounds budget, and next year's budget will be increased for future treatment costs.

- b. **Banners Update** – Director Ochoa emailed all groups. To date, only the Boosters have replied that they will present at the August meeting.
- c. **Sage 1 Update** –Seven bids were received and opened. Scope review of 2 bids is scheduled for Friday, July 10, 2020, with the possibility to review another on Monday, July 13, 2020. The lowest bid is about \$160,000, the highest about \$520,000. Chairwoman Bovee noted that there is a water fountain near Sage 1 and asked if the existing pipes would be sufficient for a concession stand. Superintendent Wood noted that the pipes have been turned off for several years and will ask Facilities to check the viability of the lines. He also observed that some kind of septic system would be required to collect wastewater from a concession area.

5. Parks and Recreation

- a. **Monthly Report** – (See attached) Superintendent Dennis noted that Percival Pool was opened for public use and the deck has been marked with paint for social distancing. There has been some resistance to wearing masks, but staff has handled it. Superintendent Dennis observed that the Aquatics Director was instrumental in hiring staff and coordinating new safety practices on short notice. Director Ochoa thanked Ms. Dennis for her efforts to get the pool open for residents in a short period of time.

Superintendent Dennis informed the group that Parks & Recreation is holding a contest for kids 18-and-under to submit a logo design for the department. (Vernon recently chose a design submitted by an 8th grade student for their department.)

- b. **Community/Senior Center Update** –Public Building Commission was scheduled meet on July 9, 2020 and Director Ochoa expects another meeting for week of July 13, 2020 to discuss community outreach.

6. Adjournment

Commissioner Hinchliffe moved to adjourn at 6:35 p.m.

Seconded by Commissioner Dellaquila.

Those voting in favor: Chairwoman Bovee, Commissioner Butrimas, Commissioner Dellaquila, Commissioner Hinchliffe, Commissioner Legnani, Commissioner Patel

Vote being 6-0. (MOTION CARRIED).

Submitted by,
Dana Borges

Parks and Grounds June Report

Daily

- Mow and weed-whack
- Ballfields

Weekly

- Garbage
- Paint athletic lines
- Groom and line fields
- Water and deadhead flowers
- Pool Maintenance

Miscellaneous

- Litter at Berlin High School
- Infield at Zipadelli
- Sage pumphouse
- Repaired and adjusted irrigation
- Service equipment
- Cutout baselines at softball and baseball fields
- Cut back brush line at Dennehy
- Clean up courtyards
- Wood fiber Willard and Griswold playgrounds
- Cut back trail on open space

Parks and Recreation monthly report for July

1. Once the Council directed us to open Percival Pool, we have been on the fast track to get everything in place. This took a tremendous amount of coordination between Parks and Recreation, Parks and Grounds and Facilities. Each Department put in a lot of effort to make sure their responsibilities were met and we could open with all the requirements that the State of CT, American Red Cross and Department of Public Health had in place. We would not have been able to get everything done on our end without the effort of Aquatics Director Chris Zagorski. He spent many hours reviewing all guidelines to make sure we trained our staff properly and safely and had all necessary information at the pool. This process was a true "team effort" and I want to thank everyone who has helped up to this point and who will continue to help while the pool is open.
2. Completed staff training to be able to open the pool on July 1.
3. Jen and Terri have been working hard to get the registration information into our software system and on WebTrac so people can register for the pool. We are re-evaluating our policy for registration to allow people to sign-up multiple times per day, if there are openings and more than three times per week.
4. Tennis lessons have strong numbers for the first session and will begin the week of July 6.
5. Katie Wicander, Director of Clover Hill Summer Fun site, has developed a "Remote Summer Fun Program" this summer. She sent out a survey to last year's Summer Fun participants and we posted the survey on Facebook and has gotten some positive responses from people. The flyer for the first week is attached.
6. Have already begun booking rooms for the Fall, at the Community Center. I have been letting groups know that once we have guidelines in place, those will be shared with them to make sure they can follow them and still meet safely.

Debbie

DEBBIE WICANDER

JUL 15 AM 8:29

Debbie Wicander



Town of Berlin

Parks and Grounds

15 Town Farm Lane - Berlin CT

Office 860-828-7025

Fax 860-828-7124

E-mail swood@town.berlin.ct.us

Steven T. Wood
Superintendent Parks and Grounds

Parks and Grounds July Report

Daily

- Pools
- Water flowers
- Mow and weed-whack
- Trash at BHS tennis and basketball courts
- Ballfields

Weekly

- Garbage
- Paint athletic lines
- Groom and line fields
- Water and deadhead flowers
- Pool Maintenance

Miscellaneous

- Added wood fiber at playgrounds for back to school
- Cleaned up and mulched Friendship Place
- Pruned Paper Goods, Percival and Veteran's park
- Remove weeds from ballfields
- Fertilize fields
- Service equipment
- Stoned front island at BH



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

Debra S. Dennis, CPRP
Superintendent of Recreation

Parks and Recreation monthly report for August

1. Percival Pool is scheduled to close on Saturday, August 15.
2. We offered three sessions of swim lessons. Each session was one week and the classes were 40 minutes long. We filled 44 out of 50 spots.
3. Overall, the pool was successful. For the most part, people followed the new rules and policies.
4. We have developed new rules/guidelines for use of the Community Center. I have attached the paperwork. Based on information from the Town Attorney and Risk Manager, we have decided not to open the weight/exercise room until further notice. We will also keep the activity room closed. Every person who meets here, must have a COVID waiver signed and on file with us.
5. I have started to look at programming for the fall. We will be offering yoga, in person, and dog classes. I am waiting to hear back from other staff to see if they want to try and offer in-person classes or try virtual. I am also trying to come up with an alternative program to our annual Monster Bash, since we will not be able to hold that this year.
6. I will begin to submit paperwork to the Board of Education for winter basketball, adult basketball and adult volleyball, even though there is much uncertainty if we will be able to offer those programs this winter.