

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

Thursday, March 11, 2021

6:00 p.m.

VIRTUAL

Link to video meeting –

<https://townofberlin.my.webex.com/townofberlin.my/j.php?MTID=m0ec2d8637100c4a3080aff85e3efab88>

Meeting Number: 132 137 2097

Password: 8Pdiks283J7 (87345728 from phones and video systems)

Call-In Information: +1-646-992-2010 United States Toll (New York City)

Access code: 132 137 2097

Meeting Agenda

1. **Audience of Citizens**
 - a. Alex Joslyn of J&S Soccer Camps, LLC, 151 Dayl Drive
 - b. John Paul Demko, 28 Pebble Brook Court and Max Delorenzo, 138 Wildermere Road
 - c. Matthew Ross – Eagle Scout Project
 - d. Patty Burgio and Danielle Poulin – BHS Boosters
2. **Approval of Minutes**

February 11, 2021
3. **Consent Agenda**
 - a. Request by Berlin Little League to be able to sell food, beverages, ice cream, candy and merchandise (magnets and water bottles) for the 2021 baseball season at the following locations: Petit Fields, Garrity and Pulcini, Dennehy and Centurelli Fields.
 - b. Request by Alex Joslyn of J&S Soccer Camps, LLC to charge a registration fee of \$100 for the J&S Youth Soccer Camp which will take place June 21 – June 25, 2021 from 4:45PM – 6:45PM at Scalise Field. The camp will have Approximately 25 children.
 - c. Request by Alex Joslyn of J&S Soccer Camps, LLC to have field fees of \$1,050 waived for the J&S Youth Soccer Camp which will take place June 21 – 25, 2021 from 4:45PM – 6:45PM at Scalise Field.
 - d. Request by John Paul Demko and Max Delorenzo of P&Q Enterprises LLC to charge a registration fee of \$150 - \$250 for the Youth Football Skills and Drills Camp taking place on the following dates: June 27, 29 and 30 and July 27, 28 and 29, 2021. The camp will run from 5:30PM – 8:30PM for approximately 65 children at Scalise Field.
 - e. Request approval for the Berlin High School Boosters Association to hang presented banners during the Spring 2021 season.
 - f. Request by Saint Paul School to have field usage fees, not to exceed an amount of \$660 waived for the school soccer team practices at BHS Soccer West Field and Willard Soccer Field for a number of dates in April, May and June.
 - g. Request acceptance of a \$500 donation from Cambridge Specialty Co. Inc and a \$50 donation from Kensington Garden Club Inc. towards the Parks and Recreation Youth Fishing Derbies to be held on Saturday, April 17, 2021 and April 24, 2021 at Sage Park Pond from 8:00AM – 10:00AM.
 - h. Request approval and acceptance of Eagle Scout Project of improvements to be made at the Sage Park Pavilion by Matthew Ross. Work is estimated to cost \$3,050.
 - i. Request approval of revised Community/Senior Center Parks and Recreation Commission Statement of Need to include information pertaining to a diving well.
5. **Parks & Grounds**
 - a. Monthly Report
 - b. Sage I Update
 - c. Percival Soccer Field Update
 - d. State of CT Grant Update
5. **Parks and Recreation**
 - a. Monthly Report
 - b. Community/Senior Center Update
6. **Adjournment**



TOWN OF BERLIN Request for Fee Waiver

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Consent Agenda C

Requesting Organization: J&S Soccer Camps, LLC	Date: 2/16/2021
Contact Name: Alex Joslyn	
Phone Number: 860-466-9987	
Event: Youth Soccer Camp for Berlin Residents only run by Berlin High School coaches	Date of Event: June 21 - 25 & July 26 - 30
Location of the Event: Sage Park	
What fee do you want waived: We are requesting the fee rental fee be waived. This is a youth camp run by Berlin High School coaches and open only to Berlin residents aged 6 -13.	
Identify the hardship incurred:	
Identify how your organization benefits the Town of Berlin as outlined in the below criteria. Please be specific: This is an organization that trains, introduces, and provides a fun activity for Berlin youth through the game of soccer and with help from high school players as camp counselors.	

Town Manager review:

Does it meet the standards set forth in the "Policy on Fees and Charges?"

Yes

☐

No

☐

If so, which criteria:

- ☐ Raises funds to supplement Town budgeted services.
- ☐ Raises funds for programs normally funded by the Town.
- ☐ Raises funds for Non-Profit groups, which have contributed substantially to the community.
- ☐ Nationally or State affiliated program which provide programs for local youth.
- ☐ Raises funds for scholarships of Berlin students.
- ☐ Raises funds for elderly citizens.

TOWN OF BERLIN

Request for Fee Waiver

Name of Non-Profit or Political Organization: _____

J&S Soccer Camps, LLC

Comments:

Youth Soccer Camp for Berlin Residents only
run by Berlin High School coaches



Signature

2/16/2021

Date

Town Manager Signature

Date

Organizations requesting a waiver of fees **must** complete the Request for Fee Waiver **prior** to the event. The request should be filled out in accordance with Section J, Policy on Fees & Charges, restated below.

1. Fee Waiver Policy

1. Fee waivers will be granted on an ad-hoc basis giving due consideration to the financial needs of the Town and the fiscal impact of the waiver upon the Town.
2. Preference for fee waivers will be given to those private, non-profit organizations that serve Berlin that are proposing events which will raise funds that are intended to supplement Town funds for budgeted items or programs, raise funds for programs that would normally be funded by the Town, raise funds for programs by non-profit groups that have contributed substantially to the community, raise funds for programs for local senior or youth groups with a state or national affiliation or raise funds for scholarships for Berlin students.
3. The Town of Berlin will grant fee waivers sparingly with due consideration given to the costs and benefits derived from the fee waiver.
4. Golf Course charity fees will be set at the 18 hole resident rate.
5. The Town Council will consider waiving fees only when the Town Manager receives in writing a request stating that an undue hardship exists and the overall benefit the community will receive as a result of the program. Such waivers must be submitted at least one month in advance of the event for which the waiver is sought.
6. Any and all fee waivers are at the sole discretion of the Town Council.

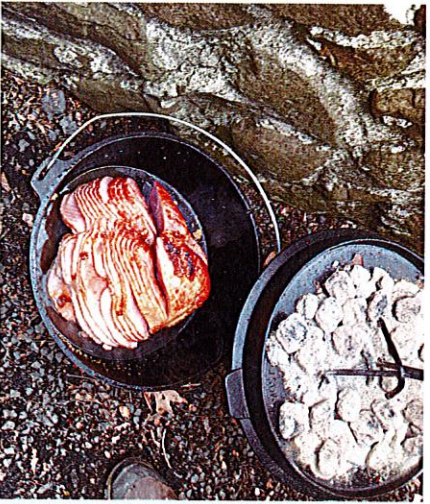
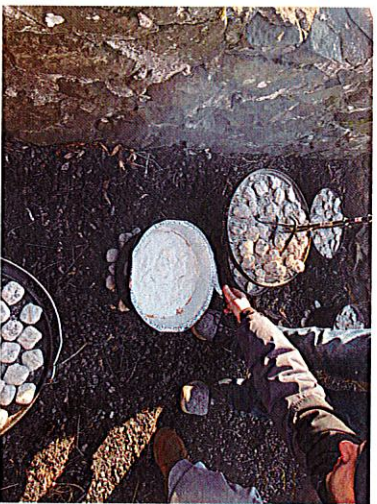
Sage Park Pavilion Eagle Project Proposal



About Me

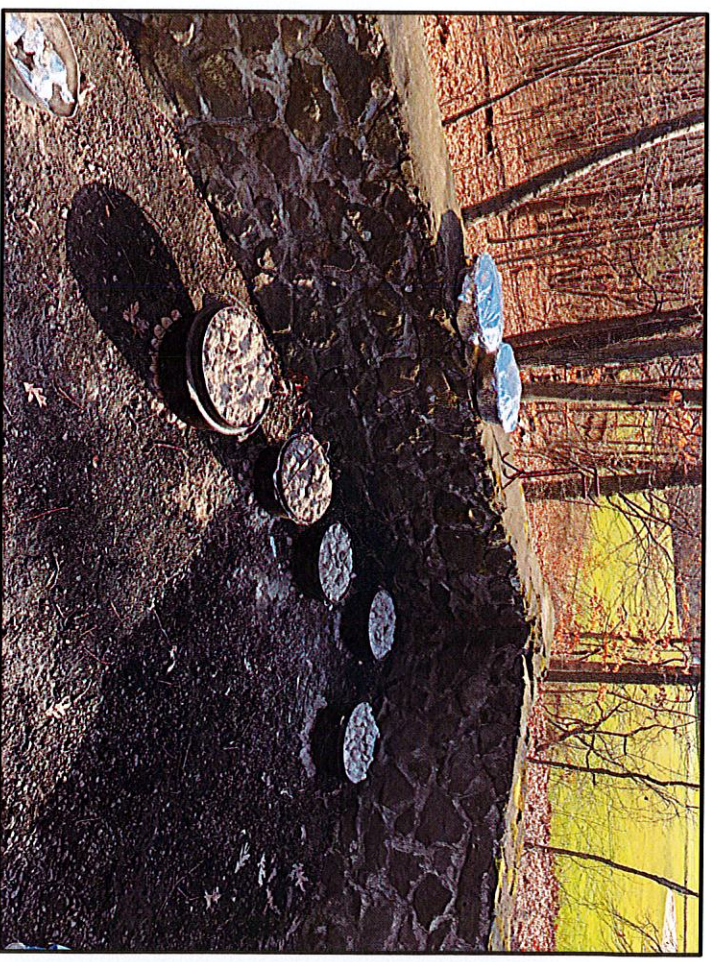
- Life scout with Troop 44 (Eagle Candidate)
- Age 16
- Grade 10 at Berlin High School
- Been a scout since 2015
- Held several leadership positions in the troop
- Enjoy cooking, camping and other outdoor activities

Sage Park Thanksgiving Feast Campout



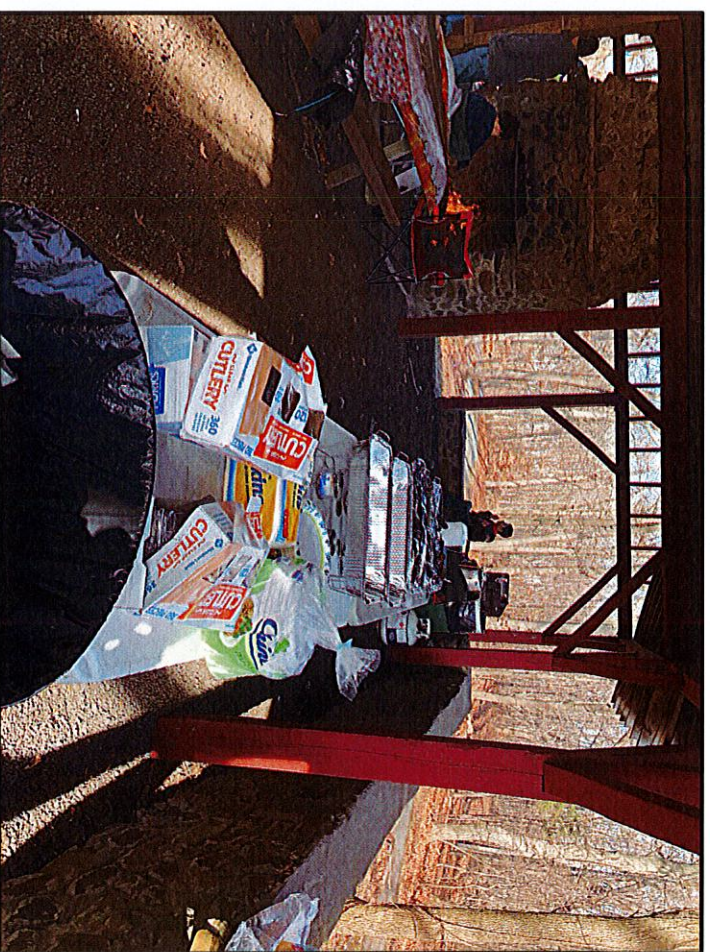
Cooking Area

- Use of coals for Dutch Oven cooking
- Types of foods: Ham, pies & cornbread



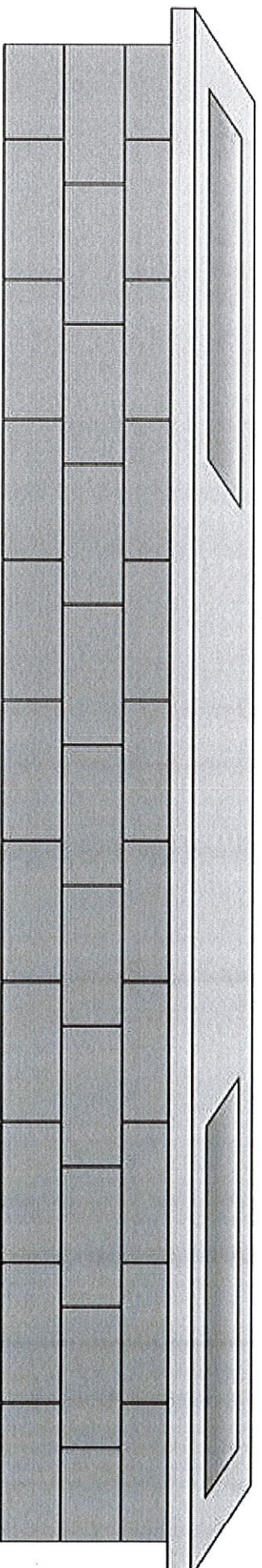
Serving Area

- Place for plates, napkins, etc.
- Lots of space for food

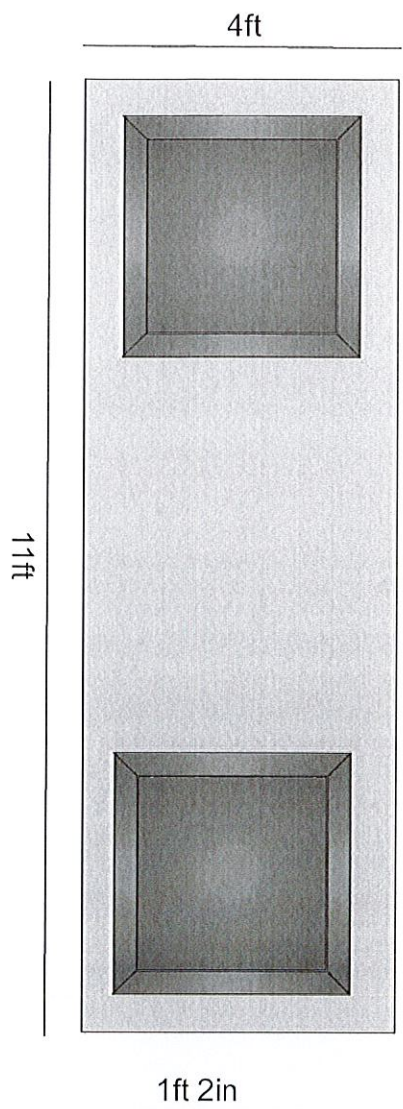


Brick Cooking Structure

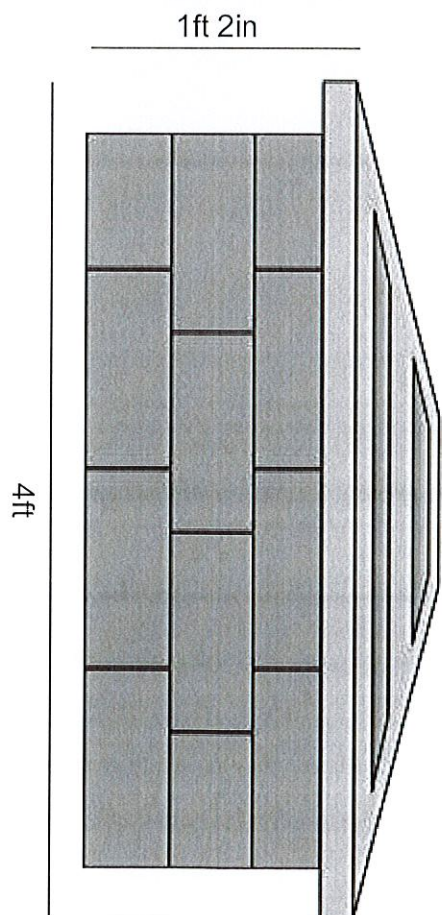
- Dimensions: 11ft x 4ft x 1ft 2in
- Estimated Cost: \$2,500
- Optional Grate for Cooking



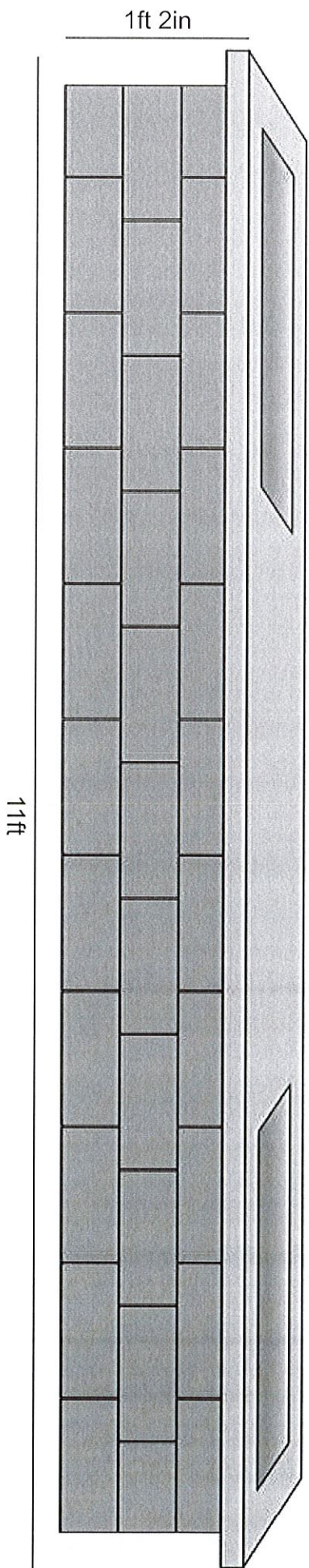
Top View



Side View



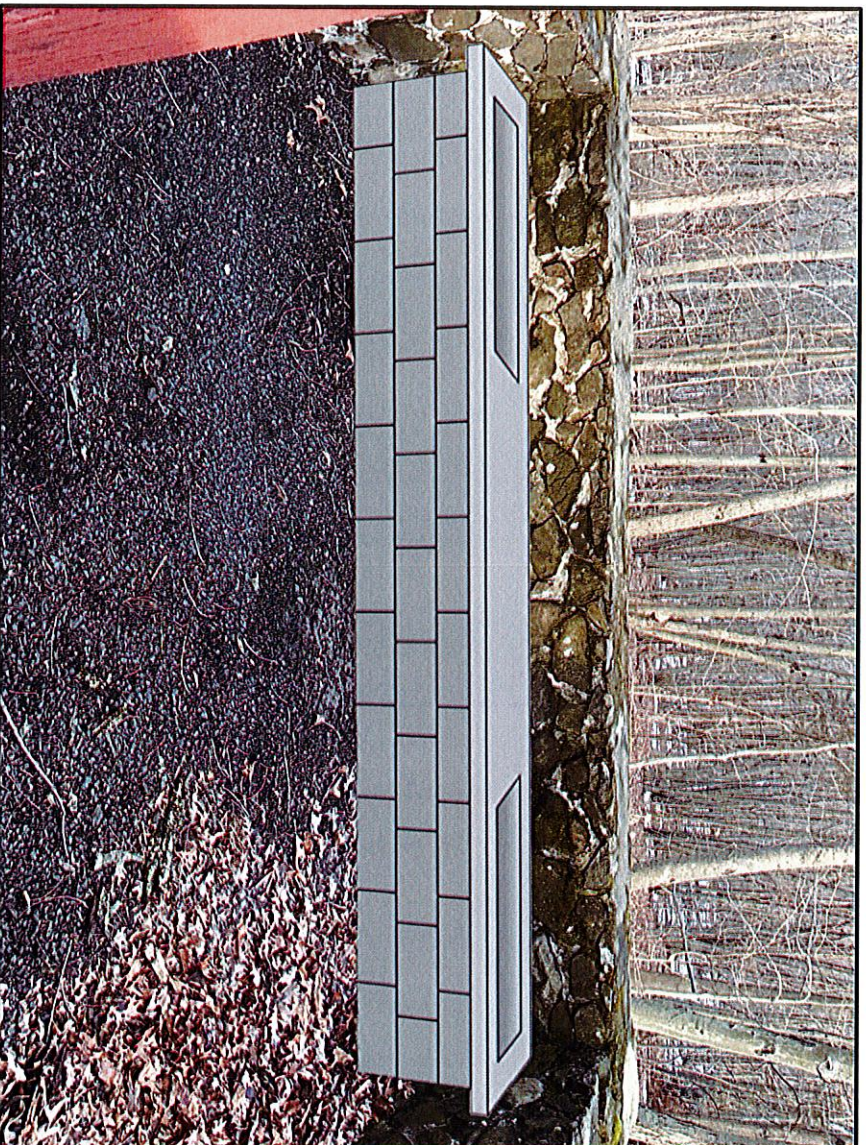
Front View



Current View of Cooking Area



Proposed View of Cooking Area



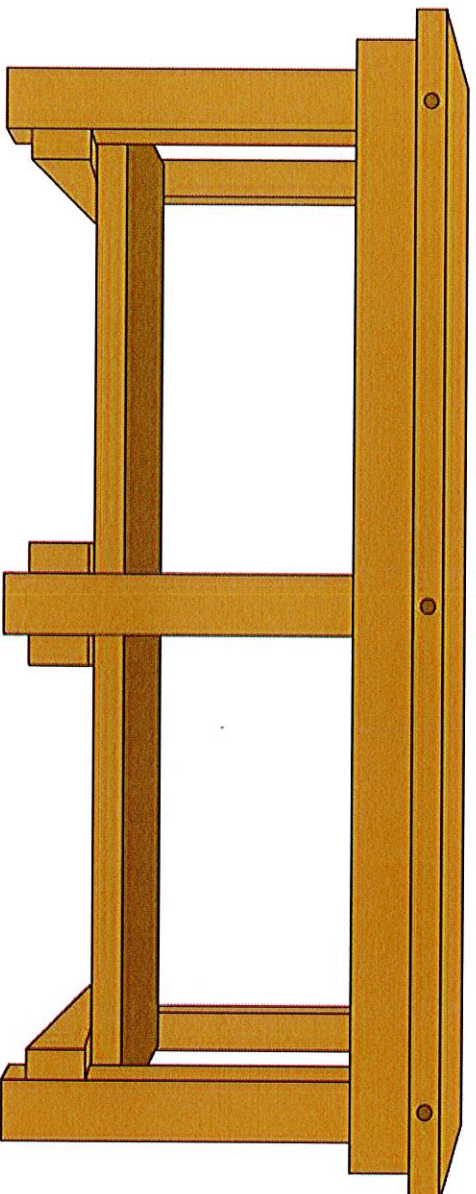
Wood Table Structure

- 14ft Table

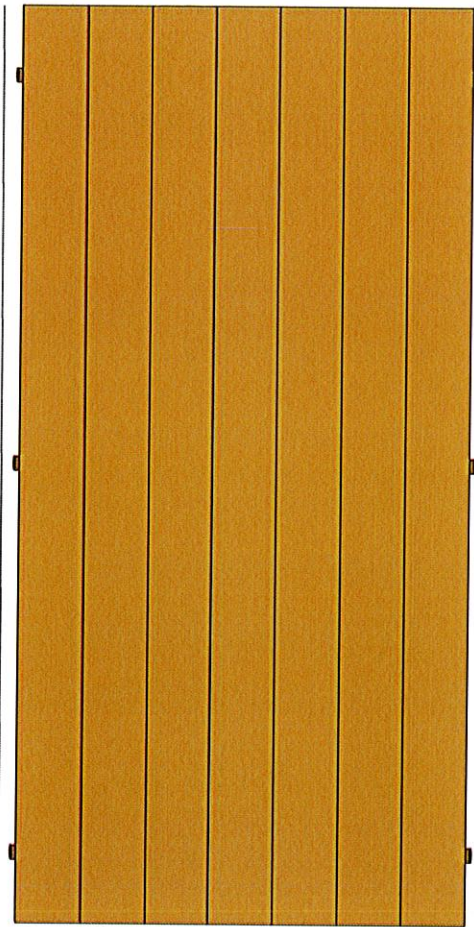
- Dimensions: 14ft x 2ft x 4ft
- Estimated Cost: \$325

- 8ft Table

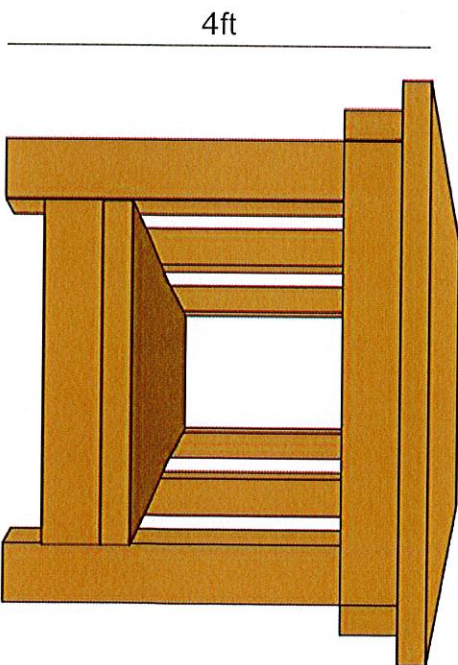
- Dimensions: 8ft x 2ft x 4ft
- Estimated Cost: \$225



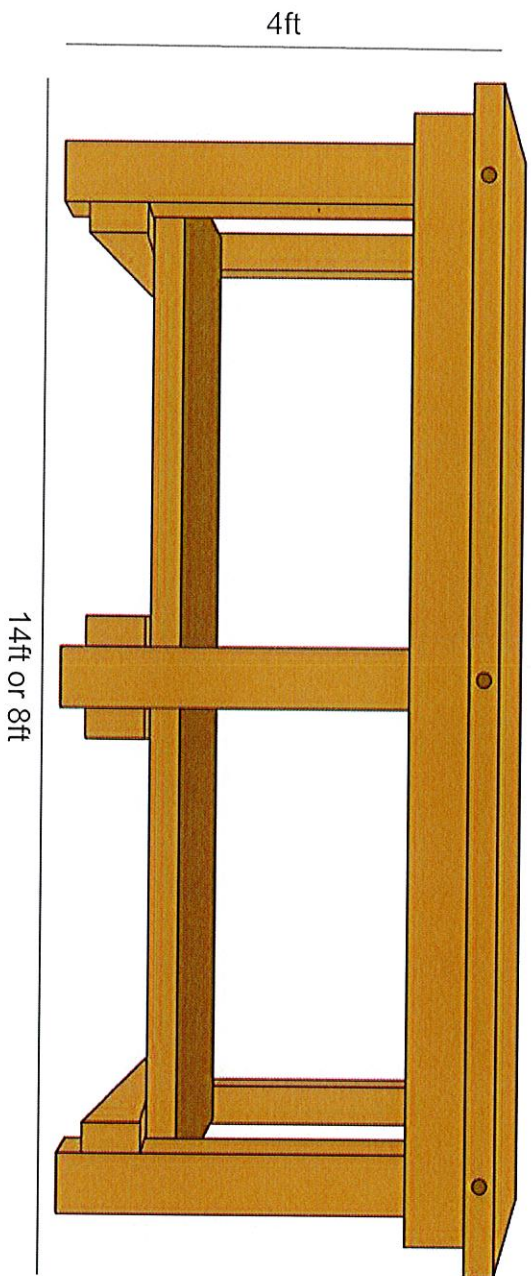
Top View



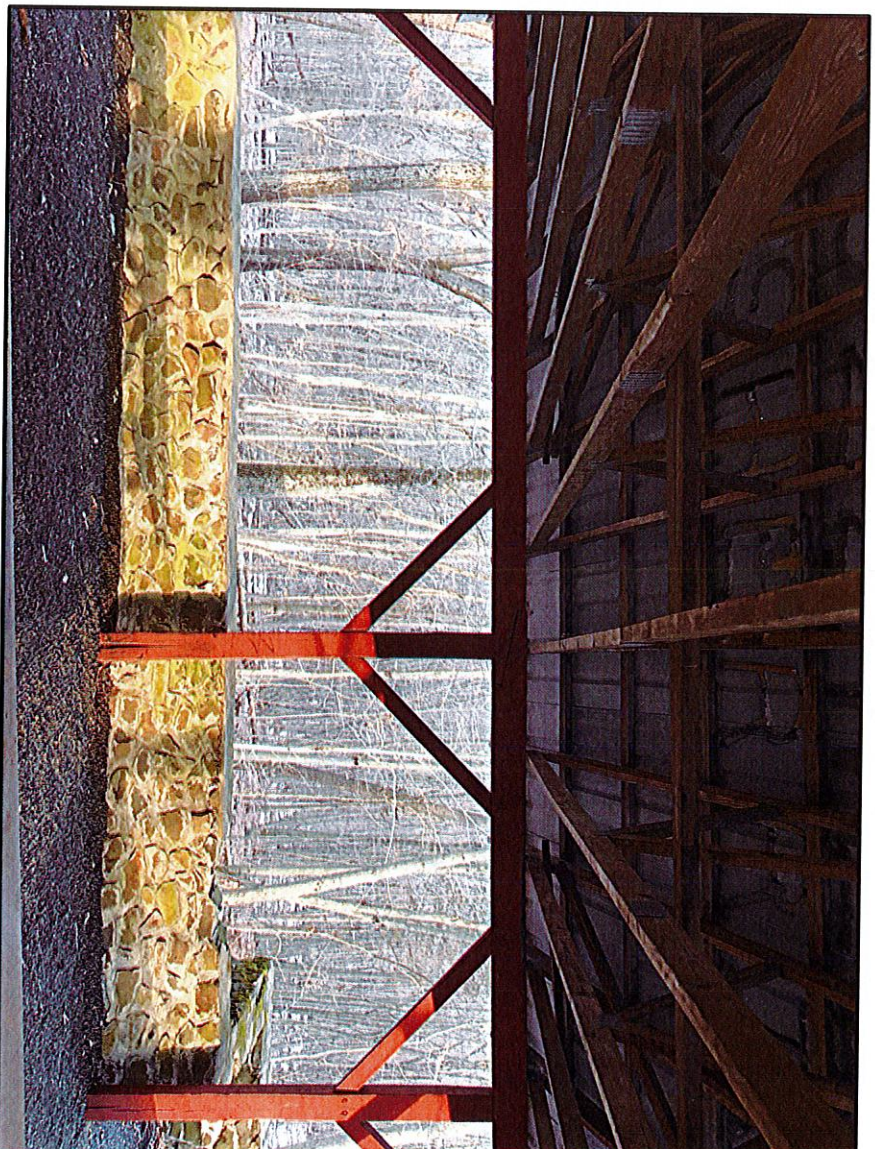
Side View



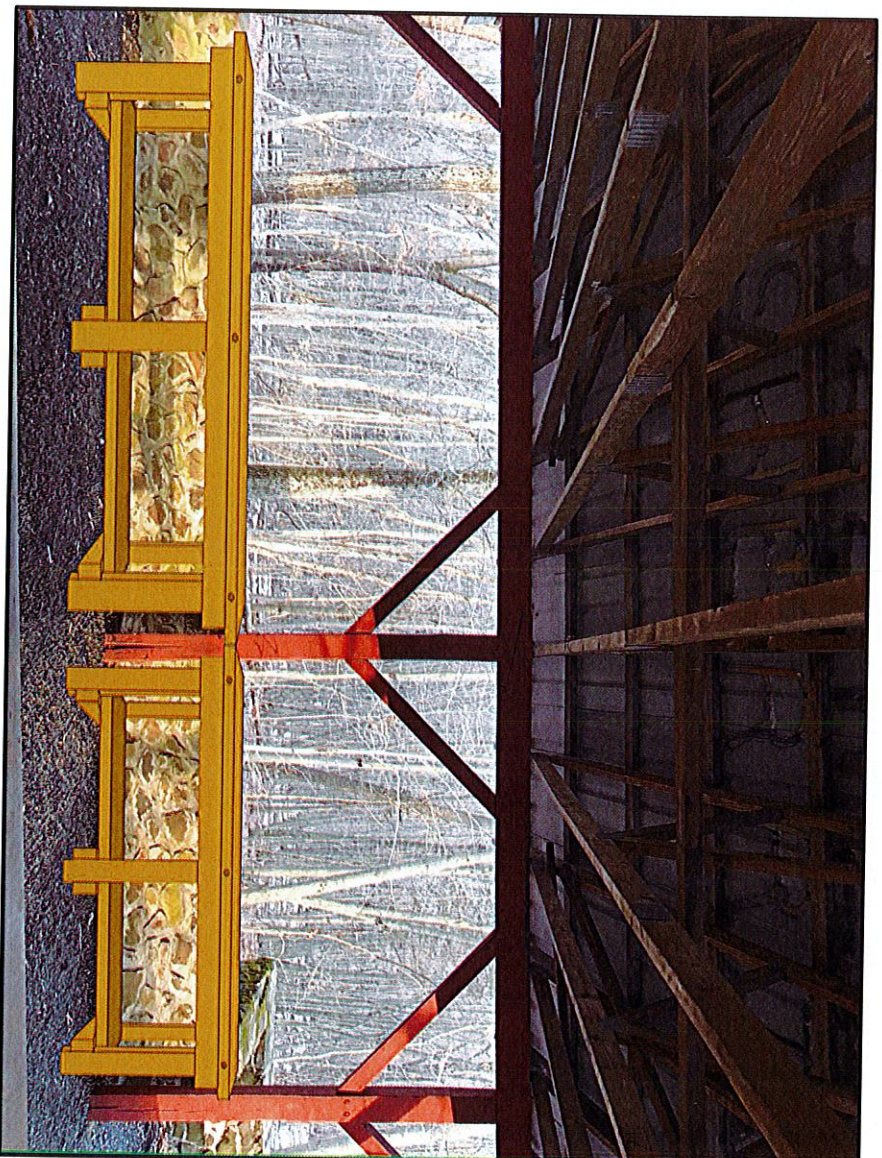
Front View



Current View of Serving Area



Proposed View of Serving Area



Actual Photo of Fire Pit with Grate



Estimated Costs

Approximate cost of table materials (14ft): \$325

Approximate cost of table materials (8ft): \$225

Approximate cost of brick cooking area: \$2,500

Total estimated cost: \$3,050

Berlin High School Athletic Booster Association, Inc.

February 24, 2021

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 team to hang banners on the fences at Sage Softball Field, Sage Park.

BHS Softball Team

1. Hang one (1), 40" tall x 30' long windscreen banner on the outfield fence. See exhibit 1.
2. Hang one (1) "Redcoat Softball", 4' tall x 8' long windscreen banner on the back of the dugout fence.
3. Hang three (3) sponsor banners, 3' tall x 6' long, vinyl banners on the field fence. See exhibits 2 & 3.

All banners will be secured to the fence with plastic zip ties.

Banners will be hung up at the beginning of the Spring Sports Season, no later than March 15, 2021 and removed at the end of the Spring Sports Season, but no later than June 20, 2021.

In addition, the BHS Athletic Booster Association requests renewal of the approval to hang four (4) windscreen team banners, (see attached exhibits, 4, 5 & 6) on Scalise Field Sage Park. The 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 team representatives have met, along with BHS Athletic Director, Dave Francalania, discussed and agreed to the banners and the placement of the banners. See attached letter of approval from Dave Francalania.

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.

Exhibit 1



REDCOAST SOFTBALL

Exhibit 2



THANK YOU TO OUR **HOME RUN** SPONSOR

TAPOUT™

FITNESS

(860) 357-2202

289 Berlin Turnpike, Berlin CT



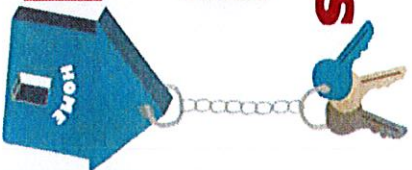
THANK YOU TO OUR **HOME RUN** SPONSORS

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1200-A FARMINGTON AVE.

BERLIN, CT

(860) 518-8831



REAL ESTATE CONNECTIONS

Exhibit 4









Berlin High School

Eileen H. Eustis
Principal

Katie M. Amenta
Assistant Principal

Barbara Ventura
Assistant Principal

Patricia H. Pires
School Counseling
Supervisor

David A. Francalangia
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. Francalangia, Director of Athletics, Berlin High School

I am writing in support of the Berlin High School Sports team banners that will be displayed at Scalise Field, Sage Park. I have met with the Berlin Boosters team representatives and have agreed with their proposal being submitted by Booster President, Tony Butrimus, for the banners for the Fall 2020, Spring 2021 and Softball 2021. If you have any question or concerns, please feel free to contact me.

Best regards,

Dave

David A. Francalangia
Director of Athletics
Berlin High School & McGee Middle School
Director of PE & Health K-12
dfrancalangia@berlinschools.org
860-828-6577 ext. 1016

Purpose Passion Pride

Consent - 1

TOWN OF BERLIN
Request for Fee Waiver

Name of Non-Profit or Political Organization: Saint Paul School

Comments:

Thank you for considering our request.

Wane Clark, Business
Signature manager

3/2/2021
Date

Town Manager Signature

Date

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Wane C Funk, Business
Signature manager

3/2/2021
Date

Town Manager Signature

Date

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Saint Paul Church

467 Alling Street
Kensington CT 06037
(860) 828-0331 • Fax (860) 828-7620

March 2, 2021

Town of Berlin
Department of Community, Recreation and Parks
Kensington Road
Berlin CT 06037

Dear Recreation Commission:

Saint Paul School has submitted an application for use of Town of Berlin soccer fields for our JV and Varsity soccer team practices. We hope to hold practices four afternoons a week. I am respectfully requesting a waiver of fees for this application.

As you know, Saint Paul School is a non-profit organization that has had a strong presence in the Berlin community for over 57 years. Our school and parish consistently contribute to the greater Berlin community (by way of yearly food drives, clothing drives, community giving during the holidays, etc.). We believe in giving back.

Our students are assessed a fee to participate in soccer. If we were to incur field use fees, we would find it necessary to pass the cost down to the players, and this certainly would result in a greater financial burden on our parents.

I thank you for your consideration of a waiver of fees for use of the soccer fields.

Sincerely,

Fr Joseph Benicewicz, OFM, Conv
Pastor

STATEMENT OF NEED

The Parks and Recreation Commission requests that the planning process for a new Community/Senior Center addresses needs of the residents of Berlin. The planning process should include a comprehensive assessment of the needs of the facility and its programs, services, activities, operations and patrons.

The current Community Center is located in the lower level of the Berlin-Peck Memorial Library. The Berlin-Peck Memorial Library's current location in the Town Hall Complex was built in 1989. In 1999, using state grant money, the Community Center was added to the lower level of the Library and opened to the public. The Town Council recognized that this was only a temporary situation and told the Library Board that in 10 years (2009), this lower level would be returned to the Library for its use. The Community Center is still housed in the lower level of this building.

In 2018, an elevator was constructed into the building to allow access from the Library to the Community Center respectively.

In its current space, the Community Center measures at a little over 24,000 square footage. It is open to all Berlin residents during normal business hours. A number of classes are held throughout the year and over 70 groups use the facility, including many Town Departments who use the building for meetings and trainings.

The current amenities include:

- Parks and Recreation Department (3,018 sq. ft.)
 - Includes offices, break room, storage rooms
- Activity Room (1,640 sq. ft.) – pool tables, air hockey, ping pong
- Exercise Room (1,750 sq. ft.) – free weights, universal gym, treadmills, stair/step machines, nautilus equipment, elliptical machines and stationary and recumbent bikes
- Meeting Rooms – rented for meetings, birthday parties, educational classes, etc.
 - Room 1 (880 sq. ft.)
 - Room 2 (820 sq. ft.)
 - Room 3 (700 sq. ft.)
 - Room 4 (770 sq. ft.)
 - Room 5 (400 sq. ft.)
 - Multi-purpose Room (2,450 sq. ft.)

The Community Center also currently houses the Friends of the Berlin-Peck Memorial Library Book Sale (1,500 sq. ft.).

The Community Center is a vital part of this town. The rooms are constantly being used by our local youth groups (both sports groups and civic groups), town departments and outside vendors. Residents may come and go as they please to use the exercise room and the activity room, free of charge. The Parks and Recreation Departments runs a variety of programs throughout the year in the meeting rooms as well as a very sought-after full day Summer Program for 60 participants.

The Parks and Recreation Commission recommends that the following criteria be included in the Request for Proposals for a professional consultant to conduct the Community/Senior Center Planning Process.

- Robust resident stakeholder input process. There should be an advisory committee that guides the planning process. The process should also include a survey of the public whether it be by public forum or by mail in order for residents to be given an opportunity to comment on the process.
- The Committee as designated should canvas other communities to finalize the specific needs in the Statement of Need.
- Site selection criteria:
 - The entire facility should be located in the central area of town.

membership fees and how much these might cost; and restrictions on usage. There should also be coordination with the current Parks and Recreation Department.

The new Community/Senior Center should be a smart building with all the most up to date technological advancements.

This statement of need is subject to change pending community and consultant input and review.

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

Thursday, February 11, 2021

6:00 p.m.

VIRTUAL

ATTENDANCE:

Commissioners Present: Donna Bovee - Chairwoman, Tony Butrimas, Don Dellaquila, Andrew Legnani (joined at 6:09 p.m.), Dinesh Patel, Joe Pulcini, Greg Starr

Commissioners Absent:

Staff Present:

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

Chairwoman Bovee called the meeting to order at 6:01 p.m.

1. Audience of Citizens

a. Field Users

Field User Attendees:

Bob Sisti, Jamie Morris – Berlin Youth Football
John Riley – Berlin Youth Soccer
Vinay Patel – Adult Softball
Gary Van Etten – American Legion
Ryan Baldissario - Ultimate Frisbee
Paul Griswold – BHS Cross Country
John Paul Demko – BHS Football Lineman Challenge

Director Ochoa outlined some pertinent information and changes to field users, including:

- Field rental rates - raised non-local to \$50/hour / Scalise \$70/hour. Rates are still catching up to surrounding towns.
- Lighting fees – aligned fees for every field - \$50/hour for local organizations / \$65/hour for non-local.
- “Local” organization = 75% Berlin residents. Groups need to provide supporting paperwork (copies of drivers’ licenses or tax / residence documentation).
- Field usage request forms are due 3/1/21.
- Sage 1 Softball Field – just underwent an expensive renovation. Usage will be restricted to local / non-profit Softball only.
- Sage Park – fields closed to organizations on March 27, 2021 (10 a.m. – 4 p.m.- annual P&R Easter event) and May 29, 2021 (all day - annual Fire Department car show / rain date May 30, 2021).

- Percival Soccer – under construction during spring /summer, should be available for fall 2021.
- Biscoglio Field – will be converted to a synthetic turf field. No time frame yet, may be under construction during summer / fall 2021.
- Scalise Bathroom renovations – going out to bid in March 2021, will likely be under construction during summer.
- Banner Approvals – banner requests for spring sports must be presented at the March 11, 2021 Parks & Recreation Commission meeting.

(Commissioner Legnani joined at this point.)

Grounds Superintendent Wood addressed the attendees:

- Encouraged users to call / email him with comments about field conditions. Contact information will be posted at the irrigation clocks at the fields so users can report overwatering, underwatering or other issues.
- Implemented aerating / fracking / overseeding process and some fields are showing positive results. Fields at the schools have limitations as to what substances may be applied.
- Asked that field users please use tarps or pitching mats if using the turf in front of the pitcher's mound. Baretta Field was recently renovated, but already required replacement of 1,400-1,600 feet of sod in front of the pitcher's mound.
- Berlin spends about \$400,000 each year to maintain the fields throughout Town. The costs include:
 - \$ 80,000 – electricity
 - \$ 34,000 – water
 - \$ 32,000 – chemicals
 - \$164,000 – mowing
 - \$ 75,000 – baseball / softball lining and grooming
 - \$ 11,000 – soccer, lacrosse, football lining and grooming

Q&A / Comments:

Bob Sisti – Berlin Youth Football:

Q: Youth football will be displaced during Biscoglio renovation, where can they practice? Several smaller spaces may not work due to restrictions based on different age groups, lights, equipment, etc.

A: The timing for renovation has not been finalized yet. Grounds will do everything possible to offer an equivalent amount of space to the group during any renovation period (i.e.: Biscoglio Auxiliary and Retention Pond area). It will require flexibility of Youth Football (staggering groups, separate fields at same location) but the artificial turf at Biscoglio will serve the group and other users for many years.

Ryan Baldissario – Ultimate Frisbee:

Offered flexibility on behalf of his group to accommodate other users. As long as there is playable space, they are willing to be relocated as needed.

Gary Van Etten – American Legion:

Suggested that soccer fields may be repurposed by groups moving the goals aside.

A: Due to safety regulations, soccer goals are no longer held in place with sandbags, but anchored into the ground more permanently so groups moving them out of the way is not an option.

Parks & Recreation Commissioners and staff thanked the users for their flexibility and willingness to work with one another to accommodate weather / scheduling changes.

Chairwoman Donna welcomed new Commissioner Greg Starr who has been active in youth sports in Berlin for many years. Commissioner Starr is happy to join the Commission and recognized the hard work of the Grounds and Recreation staff.

2. Approval of Minutes

January 14, 2021

Commissioner Butrimas moved to approve the January 14, 2021 meeting minutes.

Seconded by Commissioner Legnani.

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

Vote being 6-0. (MOTION CARRIED) (Commissioner Starr abstained, as he was not a member at the previous meeting.)

3. Election of Officers

Commissioner nominated Donna Bovee as Chairwoman.

Seconded by Commissioner Butrimas.

Vote being 7-0. (MOTION CARRIED)

Chairwoman Bovee nominated Don Dellaquila as Vice-Chairman.

Seconded by Commissioner Legnani.

Vote being 7-0. (MOTION CARRIED)

4. Consent Agenda

a. **Berlin Fire Department Car Show**

b. **Request by Berlin High School to be able to sell food and beverages, and to charge an entrance fee of \$250 per team for the Berlin High School Lineman Challenge on Saturday, July 10, 2021 at Scalise Field and Sage Auxiliary Field at Sage Park.**

Commissioner Dellaquila moved to accept the Consent Agenda as presented.

Seconded by Commissioner Pulcini.

Director Ochoa noted that these events occur annually and have been approved historically. Both groups are aware that approval are conditional subject to any COVID restrictions / regulations in place at the time of the event(s).

Vote being 7-0. (MOTION CARRIED)

The Commissioners revisited discussion on possible field renovations, and Commissioner Dellaquila noted that the Commission will do everything possible to ensure that the Town's athletes get the most use out of all fields. He added that users must respect the Town's investment and maintain the condition of fields, particularly after expensive renovations. Misuse of the fields and causing damage (i.e.: damaging the infield by not using pitching mats, leaving screens and other equipment on the field) will result in closure of the damaged fields. The Commission discussed the possibility of having field users sign an agreement that outlines care terms and potential misuse penalty fees.

5. Parks & Grounds

- a. **Monthly Report** – see attached. Superintendent Wood noted that Timberlin Park was left open for winter use. (Typically, the gate is closed on December 1.) As long as the area isn't being vandalized or misused it will remain open for use.
- b. **Tennis Ball Drop Event** – Berlin High School Boosters – FYI will occur on Saturday, March 24, 2021 at 2:00 p.m.
- c. **Sage 1 Update** – Substantial completion list has been issued – in spring a few divots need filling and Grounds will be trained on maintenance of the surface. The building is also complete.
- d. **Percival Soccer Field Update** – Initial estimates for full renovation were low, and there is not enough funding for a full field renovation. The architect is working on a plan to address the safety issues and most-problematic areas with drainage, fill, topsoil and sod. Likely about 30% of the field will be renovated. Superintendent Wood will check the areas where large rock has been found to be sure there is enough cover material to protect users. (A full renovation would likely require an additional \$150,000 in funding.)
- e. **State of CT Grant Update** – The Grant was awarded, but Berlin is awaiting paperwork from DEEP that will require project scope details for proposed use for further consideration and approval. The grant had detailed amounts assigned for separate projects, but the specified uses may change. The Town is putting together a committee that will include Town staff and representatives from Public Building Commission, Town Council Playing Field Committee, Parks & Recreation Commission, Board of Education, Berlin High School and the Superintendent's office. A virtual meeting will likely be planned for week of February 15, 2021 and the Parks & Recreation Commission nominated Chairwoman Bovee to act as its representative. Commissioner Butrimas also volunteered to participate as needed. The committee will work on the grant project scopes and a special P&R Commission meeting may be scheduled if any decision is required prior to the next "regular" meeting on March 11, 2021.

5. Parks and Recreation

- a. **Monthly Report** (see attached)

- Superintendent has planned a drive-through Easter event that will include a decorated area that will feature a fence, inflatables, eggs and a bench. Registrants be able to drive in, exit their vehicle, take photos (6-feet away from an Easter Bunny) and receive a goody bag with candy.
- We are still waiting to hear from Central Connecticut Health District when it recommends reopening the Community Center.
- Superintendent Dennis will attempt to run as many programs as possible. Even though it is not ideal, she is working to plan 50% capacity Summer Fun programs and open both pools. It is unknown what restrictions may need to be put in place and if we will need to do shifts at the pools like we did last year.

•
b. Community/Senior Center Update – QA&M posted the video on their website and has been monitoring different locations and posting answers to public questions. The possibility of adding diving specs to the design was raised and is being investigated. Commissioners should direct any residents with questions to the QA&M website.

6. Adjournment

Commissioner Legnani moved to adjourn at 7:17 p.m.

Seconded by Commissioner Starr.

Vote being 7-0. (MOTION CARRIED)

Submitted by,

Dana Borges

GROUNDS REPORT

Daily

- Check town properties for ice
- Check ponds for ice

Weekly

- Garbage

Miscellaneous

- Pick-up litter Pistol Creek
- Plow and shovel snow
- Service remote equipment
- Repair broken tables and benches
- Build new table sand benches
- Assisted food pantry
- New Employee

Parks and Recreation monthly report for February

1. Most of last year's pool staff have indicated they plan on returning this summer but if we need to open two pools, I will need to hire several new guards. It could be a challenge because there weren't a lot, if any, lifeguard certification classes last year due to COVID. We started advertising and applications are slowly coming in. We currently have 4 swim instructors so we will hopefully get some people with WSI to apply or lessons will be drastically impacted.

I am planning on running the Summer Fun program, at two sites, with 50% capacity. I will still need to hire the same amount of staff so we currently have several openings for that.

2. Summer camps through Skyhawks and John Casablanca's Modeling and Fashion camp are all set and we should be able to start registering online for Skyhawks March 1.

I am not planning on running field trips for the Summer Fun program but we will provide pizza one day a week and I am scheduling the Ice Cream Emergency truck one day a week, as special events. We will not do any cookouts and swimming may only be offered through the Clover Hill site (based at the Community Center). That is dependent on the pool situation and if we run a normal schedule. If we do time blocks again, we will not offer it.

3. Fish deliveries are set for April 16 and 23 with derbies on April 17 and 24. Permits have been submitted, just waiting for final approval by the DEEP for stocking.

This year we will be holding an Easter Drive-Thru event that will be held on March 27 at Sage Park. Registration will be free. The Easter Bunny will be there and we will have an area set-up so people can drive up, get out of their car and take their picture with the Easter Bunny, all with social distancing guidelines in place. They will return to their car, drive up a short distance and receive a bag of candy. If people show up who are not registered, they will be able to take their picture with the Bunny and we will give them a piece or two of candy.

4. The re-opening of the Community Center has been pushed back and we are currently closed until February 20. We will reach out to the CCHD that week to receive guidance from them.

Work completed on fields in 2020

Implemented a field maintenance program on all fields

- Aerating and fracking
- Slicing
- Fertilizing
- Overseeding
- Dethatching

Soccer / Lacrosse Fields

- Repaired irrigation lines and sprinkler heads
- Re-sodded the centerline at Dennehy

Baseball and Softball fields

- Repaired irrigation lines and sprinkler heads
- Removed weeds from playing with flame thrower
- Cuts out lips and straightened out baselines

Sage 1

- New
 - Flagpole
 - Batting cage net
 - Tarps for Homeplate and pitcher's mound

Zipadelli

- Remediation on Billy Bugs from infield

Barretta

- Replaced
 - Batting cage net
 - Pitcher's mound
 - Home plate
- Re-sodded from home plate to pitcher's mound
- Added 60 tons of infield material

Garrity

- Replaced
 - Pitcher's mound
 - Home plate
- Re-sodded in front of pitcher's mounds
- Added 40 tons of infield material

Pulcini

- Replaced
 - Pitcher's mound
 - Home plate
- Re-sodded in front of pitcher's mounds
- Added about 40 tons of infield material

2021 IMPORTANT INFORMATION

Below is a compilation of important information regarding the fields for the calendar year 2021. Please note changes in fees, usage and closures. Also note reminders of policies and procedures.

Field Rental Fees – go into effect 2021 Spring season (changes highlighted in yellow)

Rental Fees for all fields, except Scalise Field

Group Type	Fee (2 hour minimum)	Full Day (8 hrs. +)
Local	\$15/hour	\$90
Non-Local	\$50/hour	\$300

Rental Fees for Scalise Field

Group Type	Fee (3 hour minimum)	Full Day (8 hrs. +)
Local	\$15/hour	\$90
Non-Local	\$70/hour	\$420

Light Fees – go into effect 2021 Spring season (changes highlighted in yellow)

Light fees are now all the same regardless of the field.

Group Type	Fee (2 hour minimum, 3 hour minimum @ Scalise)
Local	\$50/hour
Non-Local	\$65/hour

A **local** group is defined as 75% Berlin residents and must be proven by verified residency.

Fields Reservation Requests will continue to be honored based on the Priority Group Classification on the Field/Facility Use Policy (Section I).

The only groups that are exempt from Field Reservation Fees, per the Field/Facility Use Policy, are Groups 1 and 2. (See Section I, A, a & b.)

- Town of Berlin/Board of Education Groups Functions/Events
- Berlin Youth Football, Berlin Youth Soccer, Berlin Youth Lacrosse, Berlin Little League, American Legion

All Groups renting Scalise Field are required to pay all Supervisor/Grounds out of pocket costs.

DEPOSITS

All field deposits (\$105 for Local, \$120 for Non-Local) must be paid via cash or check.

Field deposits for Scalise Field for Non-Local groups will remain at \$210. Scalise deposit for local groups will remain at \$105.

REMEMBER:

Permit will not be granted until:

- All field requests are reviewed.
- Field reservation fees are paid, in full.
- Verification of residency is completed, per the Field/Facility Use Policy (Section I, B).
- Certificate of Insurance is received.

FIELD USAGE UPDATES

- Zipadelli Field is only to be used by Local (75% Berlin residents) Non-Profit Groups for baseball with exceptions approved by the Berlin Parks and Recreation Department.
- Sage 1 Softball Field is only to be used by Local (75% Berlin residents) Non-Profit Groups for softball with exceptions approved by the Berlin Parks and Recreation Department.

FIELD CLOSURE UPDATES

- Percival Soccer Field will be closed for the Spring and Summer season.
- Biscoglio Field (field behind BHS) will be closed for the Summer and Fall season. *

2021-02-11 Parks and Recreation Commission Meeting

- Bathrooms at Scalise Field will be under construction sometime this Summer. As soon as we know dates, we will get word out.

**subject to change*

Received on 2/18/2021
at 9:52:02 AM by Town Clerk
Kathryn J Wall



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 February report

News:

- Additional use of Town fields
- Snow fence at Willard

Daily

- Check town properties for ice
- Check ponds for ice

Weekly

- Garbage

Miscellaneous

- Built new benches for Garrity and Pulcini
- Plow and shovel snow
- Service equipment
- Repair broken tables and benches
- Build new tables and benches
- Assisted food pantry
- Cleaned dugouts
- Wash, clean, wax and grease trucks

Flushing RESTROOM

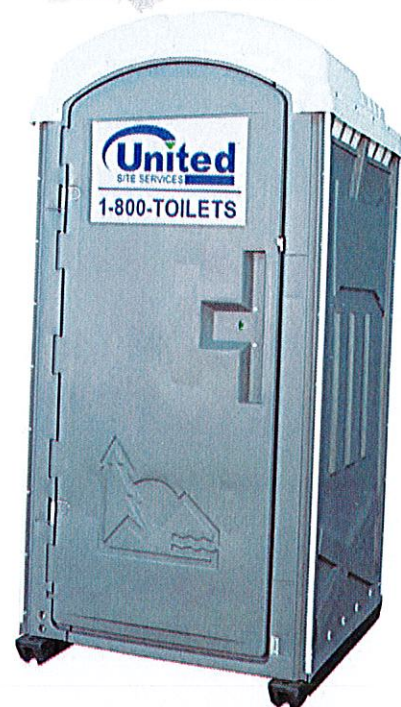
SERVICE
you can trust

Overview

The Flushing Restroom combines the simplicity of the Standard Restroom with the comfort of a flushing toilet with concealed waste tank. Our Flushing Restroom is the ideal economical upgrade for construction sites, recreation facilities, business locations and many more. Our Flushing Restroom comes backed by our industry leading **8 Point Service Plan** to ensure cleanliness and a great experience throughout your rental.

Features

- ✓ Foot pump flushing toilet
- ✓ Two rolls of toilet tissue
- ✓ Spacious 85 cu. ft. interior
- ✓ Maximum ventilation
- ✓ Occupancy indicator privacy
- ✓ Translucent roof for ample lighting
- ✓ Anti-slip flooring surface



One Restroom Accommodates



Projects

Ten employees over a normal 40 hour work week.



Events

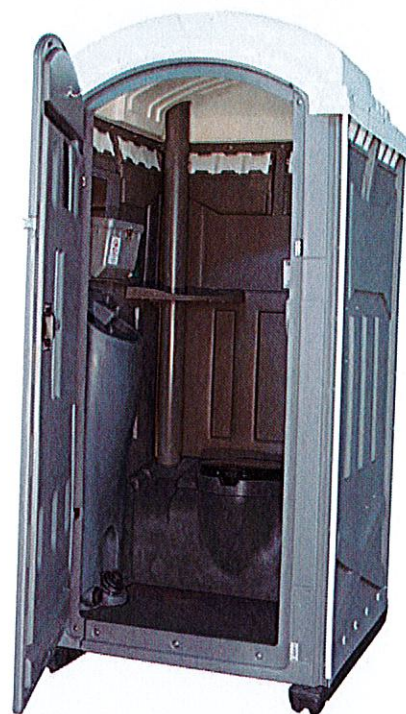
100 guests over an 8 hour period.

Options*

- ✓ Hand Wash Station
- ✓ Hand Sanitizer
- ✓ Lock & Key
- ✓ Containment Tray
- ✓ Disposable Paper Seat Covers
- ✓ Stabilizing Stakes

Specifications*

Height: 89"
Width: 44"
Depth: 45"
Gallons: 70



*Options and specifications vary by region and location and may carry additional charges.



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Debra S. Dennis, CPRP
Superintendent of Recreation

March monthly report

1. Interviews, for summer positions, should be completed by the end of March. There are positions available for the pools and the Summer Fun program. We have received 6 applications for lifeguards, 5 for pool attendants, 2 for Summer Fun Assistant Directors and 8 for Summer Fun supervisors. None of the lifeguard applicants have WSI. I will keep advertising for Summer Fun Supervisors and all Aquatic positions to try and get more applications. If we don't get more WSI's we will have to cut back on lessons and only offer morning lessons at one pool. If we don't get more lifeguard applications, we may only be able to open one pool or both with reduced hours.
2. The Central Connecticut Health District has continued to recommend that the Community Center remain closed, since the Town is still at the red alert level. We will continue to monitor the situation and hope to be open, only at night, for groups to use the meeting rooms, after Easter (April 4).
3. The Easter Drive-thru event is scheduled for Saturday, March 27 starting at 1 p.m. Registration has been good with 55 kids registered so far.
4. Fishing Derbies will be held April 17 and 24 at Sage Park Pond from 8-10 a.m. each Saturday. Registration for the derbies will start March 15.
5. Skyhawks and Modeling and Fashion camp have already been advertised for summer camps and Skyhawks has received several registrations already. People can also register on-line only through our WebTrac program.
6. I am holding off on spring dance and painting classes, until we have a definite date that the Community Center will re-open. Once we have an idea we will decide if there is enough time to try and hold classes.

Debbie