

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

Thursday, May 13, 2021

6:00 p.m.

The Parks and Recreation Commission will meet in the Berlin Community Center. Due to the COVID-19 pandemic and in accordance with applicable Executive Orders by Governor Lamont, no one will be allowed to attend in person at this meeting. The Parks and Recreation Commission invite the public to join the meeting by clicking on the following link or by phone. Please see the following information:

Join Zoom meeting

<https://town-berlin-ct-us.zoom.us/j/93888416513?pwd=UXJkYlISdVc0enVKblFxSHVaZzd5QT09>

Meeting ID: **938 8841 6513**

Meeting Passcode: **344836**

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

Meeting Agenda

1. Audience of Citizens
 - a. Carlo Ruscito, 41 Garden Drive
2. Approval of Minutes April 8, 2021
3. Consent Agenda
 - a. Request by Carlo Ruscito for permission to consume alcoholic beverages (BYOB) beer and wine at Timberlin Park Pavilion for a family reunion on Saturday, July 31, 2021 from 9:00AM – 7:00PM. There will be about 40 guests with ages ranging from 10 to 80 years old. Food will be served buffet style with no entertainment. TULIP insurance will be obtained if alcohol permit is granted.
 - b. Request acceptance of a \$50 donation from Berlin Polish Political Club Inc. and a \$200 donation from Berlin Kiwanis Club towards the Parks and Recreation Youth Fishing Derbies that were held on Saturday, April 17 and April 24, 2021 at Sage Park Pond from 8:00AM – 10:00AM.
4. Parks & Grounds
 - a. Monthly Report
 - b. Sage 1 Update
 - c. State of CT Grant Update
5. Parks and Recreation
 - a. Monthly Report
 - b. Community/Senior Center Update
6. Adjournment

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Thursday, April 8, 2021
6:00 p.m.

ATTENDANCE:

Commissioners Present: Donna Bovee - Chairwoman, Tony Butrimas, Don Dellaquila, Andrew Legnani, Dinesh Patel, Greg Starr

Commissioners Absent: Joe Pulcini

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. **Alex Joslyn, CFC North, LLC, 151 Dayl Drive** – Mr. Joslyn represents Connecticut Football Clinic (“CFC North, LLC”) and requests permission to utilize Sage Auxiliary field for a youth soccer clinic from July 12, 2021 – July 15, 2021. He is not requesting a fee waiver. The clinic is for kids aged 7-14 and will charge a registration fee of \$100 per child.
- b. **Hiral Patel, 266 Fairview Drive** – Mr. Patel is a BHS graduate and resident. He stated that Berlin has a large group of Indian residents that would like a volleyball court in Town. Berlin has several basketball and tennis courts and the addition of a volleyball court would be appreciated. Mr. Patel requested that the area across from the soccer field at Sage Park (in front of the green kick guard) could be used temporarily, but he does request a permanent court for the future. The group of 35-40 families in town is not a formal “league” that has a playing schedule or tournaments.

Sam Desai, 176 Berlin Turnpike – Mr. Desai owns two businesses in Berlin and echoes Mr. Patel’s request for a volleyball court. He stated that the Indian community contributes tax dollars and brings revenue to the Berlin economy.

Namavati Patel –61 Seymour Road – Mr. Patel stated that like other cultures, the Indian community has brought its own customs to the area which include cricket and outdoor volleyball which is multi-generational and a great family recreation.

The Commission indicated that the temporary court (and eventually the permanent court, if it is built) would be treated like other Town-owned courts and be subject to the field-use policy, and would require registration of the players (to determine residency/usage fees), reservations for usage and liability insurance coverage.

Commissioner Starr indicated that Youth Soccer is fine with the proposed temporary location across from the Sage Auxiliary soccer field, as long as there is adequate room for both fields. The volleyball group and Youth Soccer will need to continue to coordinate / communicate.

c. Tom Arcari, QA&M -

Mr. Arcari reported that QA&M has monitored online questionnaire responses, as well as feedback from Facebook groups and recommends starting a cost estimate to construct the proposed facility. He plans to begin scheduling public meetings in May / June so that residents may ask questions and communicate preferences so the project may be refined prior to the referendum (targeted for November 2021). While residents will likely ask questions related to the cost of operating the facility, the answers are difficult to measure without a detailed design. There will certainly be heating / cooling, electricity and maintenance costs, as well as staffing requirements.

Mr. Arcari noted that community recreation centers tend to be funded through bonding, sometimes supplemented with grants or special allocations and there are not pools / aquatic facilities that support themselves. Partnerships can generate revenue, but they often interfere with public access to the facility during prime use time.

Mr. Arcari pointed out that other communities have benefitted from a project committee and/or a project leader that would share information, answer questions and garner public and political support for the project. Chairwoman Bovee noted that she will reach out to the Town Manager to volunteer.

2. Approval of Minutes

March 11, 2021

Commissioner Starr moved to approve the March 11, 2021 meeting minutes.

Seconded by Commissioner Dellaquila.

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

Vote being (6-0). MOTION CARRIED

3. Consent Agenda

- a. **Request by Debra Tubbs of Rock and Roll Ice Cream for permission to sell ice cream, snacks and beverages from her ice cream truck at Percival Pool, Demore, Dinda, Bittner Jr. Memorial Pool, Sage Park (when concession is not in use), Little People's Playground and The Friendship Place at Willard School for 2021.**
- b. **Request acceptance of a \$100 donation from the Mattabassett Rifle and Pistol Club towards the Parks and Recreation Youth Fishing Derbies to be held on Saturdays, April 17 and 24, 2021 from 8:00AM – 10:00AM at Sage Park Pond.**
- c. **Request by Alex Joslyn of CFC North, LLC to charge a registration fee of \$100 for the CFC North, LLC Youth Soccer Camp which will take place July 12 – 16, 2021 from 9:00AM – 12:00PM at Sage Park Auxiliary.**
- d. **Request approval for Berlin Youth Football and Cheerleading to sell food and beverages at their home football games at Scalise Field, Sage Park for the 2021 season.**

Commissioner Dellaquila moved to approve the Consent Agenda as presented.

Seconded by Commissioner Legnani.

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

Vote being (6-0). MOTION CARRIED

4. Parks & Grounds

- a. **Monthly Report** (see attached) – Superintendent Wood noted that bees have been noticed at fields around Town. He consulted with Advanced Pest Control who advised that the Ground / Digger Bees are a friendly pollenating species that burrows holes about 24” underground to lay eggs. They are only active near burrowed holes during Spring. Advanced Pest Control stated that the bees are not aggressive – the males do not have stingers and the females will only sting if threatened. He suggests that the public be educated and the situation be monitored, and the Town can consider extermination if the bees become a health risk.
- b. **Sage 1 Update** – Contractor will mow, fertilize and treat for crabgrass to complete the project. The first game is scheduled for Saturday, April 10, 2021, and there will be a ribbon cutting ceremony on Wednesday, April 14, 2021 at 2:45 p.m. prior to the 3:00 p.m. game.
- c. **Percival Soccer Field Update** – Bids for the project design indicate that the field renovation project is significantly larger than initially estimated. Superintendent Wood and Director Ochoa advised Town Council that they recommend waiting until more funding is available to perform a fuller renovation of the field rather than spend a significant amount addressing only a small portion of the field. Town Council supports that idea and is amenable to exploring possible use of the unallocated bond funds remaining after the Sage 1 renovation. The group discussed the possibility of keeping the field closed for the 2021 season since the current wet conditions prohibit large equipment accessing the field to remove large rocks.

- d. **State of CT Grant Update** – The State has not yet fully approved the grant and renovation of Biscoglio Field to artificial turf will likely be delayed until 2022.
- e. **Banners** – The group agreed that the Boosters group is considered as one organization, and it would be appropriate for the Boosters President to attend Commission meetings as its representative. The individual sports within the Boosters are not required to appear to request banner authorization.

5. Parks and Recreation

- a. **Monthly Report** (see attached) – Superintendent Dennis noted that limited staff coupled with COVID restrictions will limit what hours the pool(s) will be open and what they offer. (Swim team is doubtful due the restrictive guidelines and the impact to open swim.).
- b. **Community/Senior Center Update** – Director Ochoa will reach out to Commission for Aging Chairwoman Barbara Gombotz to find out when the Commission for Aging will be meeting and discuss formation of the project committee.

6. Adjournment

Commissioner Bovee moved to adjourn at 7:37 p.m.

Seconded by Commissioner Starr.

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

Vote being (6-0). MOTION CARRIED

Submitted by,

Dana Borges

Parks and Grounds March report

News:

- Scalise lights
- Litter BHS
- Transplanted 4000 annual flowers

Daily

- Check town properties for ice
- Groom Fields

Weekly

- Garbage
- Paint athletic fields

Miscellaneous

- Prep flower beds
- Put up soccer and tennis nets
- Put up windcreens
- Gravel pathway Sage 1

April monthly report

1. Most interviews for summer positions have been completed and new staff have started to be called to fill open positions. Waiting on a few people to complete the Lifeguarding class before they can be interviewed.

We did not receive any applications for Lifeguards with WSI so the schedule will be greatly reduced as we currently only have 4 instructors.

2. The Easter Drive-Thru event went very well. We had 145 kids register and 128 of those participated. We also had 8 kids participate, who did not register. People were happy with the event, despite the fact that there was a wait to see the Easter Bunny. Those who did not show were notified that they could stop by the office to pick up a goodie bag, most did.

We are registering for the fishing derbies already with a decent amount registered so far. The first derby, for 3-7 year olds will be April 17 and the second for 8-15 year olds will be April 24. Both derbies will be from 8-10 a.m.

3. Registration has been going very well for summer Skyhawks camps.
4. We had a meeting with Aroscha and Doug Solek concerning the summer, what we planned on offering and making sure Doug could accommodate our programs, as far as cleaning protocols go.

We are on track to offer the Summer Fun program at two sites, with reduced numbers at each. Registration will most likely happen the end of April/beginning of May. There will be no field trips and no swimming. We will have the Ice Cream Emergency Truck come each week and have pizza for lunch one day each week.

We are planning to open both pools but due to the reduced numbers of lifeguards that we have, we will not open the wading pool at Demore, Dinda, Bittner Jr. Memorial Pool and may need to reduce hours or close one pool one or two days per week. Swim Team is still up in the air. If we do offer it, that will affect daily hours even more.

Received on 4/12/2021
at 4:28:42 PM 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 April report

News:

- Planted, mulched and stoned front of Town Hall
- Overseeded McGee and Willard
- New scoreboards installed
- Added to Wi-Fi irrigation controllers Hubbard & BHS Soccer West

Daily

- Mow
- Groom Fields

Weekly

- Garbage
- Paint athletic fields

Miscellaneous

- Rolled athletic fields
- Fertilized fields
- Wash and cleaned both pools to get ready for the season
- Mulched small parks
- Added infield material to Hubbard



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

Debra S. Dennis, CPRP
Superintendent of Recreation

May monthly report

1. Sent out paperwork for summer staff, new and returning. Have 27 new staff.
2. Contacted Hunter's Ambulance to set up first aid and cpr classes for the Summer Fun program staff.
3. Working on entering new staff and will email all staff about blood borne pathogens program through CIRMA and Sexual Harassment link, as required by the State of CT. Still need to set-up Mandated Reporter training for the Summer Fun staff.
4. Opening and closing p.o.'s for the end of the fiscal year.
5. Fishing derbies were held, nice turn out for both days.
6. Decided not to do a full brochure this year but instead just do flyers for each program. Most programs will start registration for residents on May 17 and non-residents, where allowed, on May 24. Swim lesson information will not be out until sometime in late June.
7. On-line registration for the Summer Fun program started on May 10, with few issues. Both sites have spots open.
8. Started ordering supplies for Summer Fun program and Aquatics.
9. Worked on developing policies for the Summer Fun program and Aquatics, based on current guidelines and recommendations. Aquatics is similar to last year, with a few changes. Note that even though the State is looking to open up things on May 19, they have sent out specific guidelines for pools and summer camps that we need to follow. I will continue to monitor all sites, CDC, OEC, DPH and will adjust things if changes are made.

Debbie