

PARKS AND RECREATION COMMISSION
APRIL 13, 2015

The regular monthly meeting of the Commission was convened at Town Hall at 7:00 p.m. with the following in attendance:

Robert Ferrigno (Presiding)
Richard Moore
Marie Petitti

Kevin Bellows
Matthew Carron
Michael Travisano

Also,
Dmitri Paris, Parks Superintendent
Mary Markham, Recreation Director

Guests:

Elizabeth Parenzan, 26 Meadowview Drive, BMX TRACK
Jeffrey Cook, 149 Stonehouse Road, Trumbull Lions Club
James McCarthy, Trumbull Lions Club
Kevin Drake, 192 Edison Road, Trumbull Lions Club and Historical Society
Debbie Silber, Stag Lane, Trumbull Historical Society
Elizabeth Thomas, 88 Inwood Road, Trumbull Community Women's Club
Linda Ciocci, 72 Shawnee Road, German Shepherd Dog Club

Elizabeth Parenzan, BMX TRACK:

Presented required Binder covering the upcoming TRACK season including Board Roster, Background Checks, Schedule, Tax Return, Proof of 501c3.

Jeffrey Cook, James McCarthy, Kevin Drake and Debbie Silber – June 13/14 upcoming “Trumbull Remembers” Civil War Event, at Abraham Nichols Park sponsored by the Lions Club and Historical Society.

Review of needs:

- Police Roadway Coverage (at least two)
 - Entrance to Park
 - Old Dairy and Erwin
- Ranger, Explorers, Volunteer Assistance
- Porta Johns Needs/Use of Historical Society Building
- Vendors
- Shuttle Bus from St. Joseph H.S.
- Food Vendors
 - Ice Cream
 - Mr. Mac's (MacPadden/Merritt Canteen)
- 14th Connecticut Re-enactors
- Black Rock Fife and Drums
- Civil War Singers/Speakers/Exhibits, Authors/Old Time Photo Area
- Posters and Programs for Event
- Planned Raffle – Two nights at Gettysburg (\$500) – Need State Permit through P.D.
- Town Tent to be installed on meadow at top of hill near the orchard.

Superintendent noted the small utility cottage at top of hill has a water line issue and will not be available. Re-enactors and camp-out areas will be located with the assistance of the Parks Superintendent.

Elizabeth Thomas, Annual Tidy Up Trumbull:

Annual Tidy-Up Trumbull event on April 25, 2015 from 9:00 a.m. until 1:00 p.m.

Base of operations will be Twin Brooks Park with a Noon Picnic for volunteers..

Planning for groups of workers:

- Tr. Community Women Club Members (20)
- Twin Brooks (25 Scouts)
- Unity, Booth Hill and Nichols (Scouts)
- Indian Ledge (20/25 by Impact)
- Old Mine (5/10 by Cooper Surgical)
- Quarry Road Trail (40 Exchange Students with school representatives)
- Several individual groups at Church Street
- United Healthcare (3/4 Spring Street on April 22nd, noon to 4:00 p.m.)
- Any additional volunteers who show up the day of event will be assigned areas (commuter parking lots).

Superintendent noted they should alert him the day following the event where collection bags are located for pick-up.

Linda Ciocci, German Shepherd Dog Club:

Requesting use of Old Mine Park, lower level for three separate events May 17, September 13 and October 10 for two shows (30 owners and dogs) and a Temperament Test (10 stations, 20/25 dogs). Attendance dependent upon weather. They have insurance coverage for all events with Town additionally covered.

She noted that the sign wording on Monitor Hill Green needs to be corrected. States location is 608 feet above sea level, highest on the East Coast. (Location was highest lookout point on Long Island Sound during the Revolutionary War. Superintendent to check historic information and make any necessary change.)

MOTION by Dr. Bellows, second by Dr. Travisano and Mrs. Petitti, unanimously passed closing guest portion of the meeting.

MOTION by Dr. Bellows, second by Mr. Moore, unanimously passed approving the minutes of the March 9, 2015 meeting.

Old Business:

- No report yet on Audit of Dwight Hansen Property.
- Chairman met with the Economic & Community Dev. Director on the Cell Tower proposal. It is decided that a Title Search be accomplished to determine if the proposed site is titled as Town property or Parkland Property as it is contiguous with park property. Chairman and Vice-Chairman Bellows have viewed the proposed location and feel it doesn't appear to be intrusive to residents in that location; on a very high plateau. Chairman suggested the remaining Commissioners view the site as well.

New Business:

Lions and Historical Society Trumbull Remembers Civil War Event:

MOTION by Mr. Moore, second by Dr. Travisano, unanimously passed that the Commission recommends the Trumbull Lions Club and Historical Society provides Porta Johns for their Trumbull Remembers Civil War Event, June 13/14, for the maximum estimated group that will be utilizing the park for that event.

BMX TRACK use of Indian Ledge Park Track location:

MOTION BY Dr. Bellows, second by Mr. Moore, unanimously passed to approve BMX TRACK spring scheduling at Indian Ledge Park subject to the requirements of the Facilities Use Policy and facility oversight by the Parks Superintendent and Parks Rangers.

German Shepherd Club request:

MOTION by Dr. Bellows, seconds by Mr. Moore and Mrs. Petitti, unanimously passed to approve the Request of the German Shepherd Club for use of Old Mine Park, lower level, for three separate events May 17, September 13 and October 10 subject to the requirements of the Facilities Use Policy and oversight by the Parks Superintendent and Parks Rangers.

Parks and Recreation Director Appointment:

Chairman reported he has met the new Parks and Recreation Director Stuart McCarthy and served on the ten member selection panel along with Commissioner Lipinski, and Town Council, Golf Course Commission, Public Schools and Sports Organizations representatives. The appointee is very professional, he has thirty years of experience as an administrator and Parks and Recreation Director. Chairman felt he will work well with all the separate Commissions and Departments being linked in this departmental transition.

Babe Ruth Inquiry:

Superintendent received an inquiry from Steve D'Agostino, Babe Ruth, with reference to their New England Babe Ruth Tournament being planned for the Trumbull High School Varsity Field and questioning if the current Board of Administration fields contract would cover the July 24 through July 31 week-long tournament costs? The Superintendent explained that the current contract covers specifics of the field needs for the regular season, not additional all-day weeklong tournament requirements.

Discussion:

- The Tournament is beyond the contractual specifications.
- Tournaments require significant, intensive requirements, personnel available throughout the event.
- Maintenance throughout the tournament must be within the requirements of the comprehensive contract RFP for 2016.
- A one-week contract with a separate contractor would be a problem to the current contractor.
- The Town has recommended that leagues follow their normal protocol for field maintenance for the 2015 season and obligations they may have with outside contractors for the remainder of the year with the Superintendent continuing to provide oversight of Town fields.
- The Tournament as an addition to the current Contract must be covered by the League separate from the current contract.

MOTION by Dr. Bellows, second by Dr. Travisano, unanimously passed that services requested by the Babe Ruth League to cover the July 24-31 Tournament maintenance at the THS Varsity Field cannot be covered under the current Board of Education Maintenance Contract and any secured services for this event must be covered by the Babe Ruth League at its own expense and meet the criteria of the minimum qualifications as outlined in the Board of Education Field Maintenance Contract.

Superintendent Reported:

- Chief of Police Lombardo has reviewed our Signage within the parks system and recommended entry signs include the words, "Permit Parking Year Round". Superintendent is in process of meeting this recommendation.
- Ticketing of vehicles not displaying the 2015 Parking Permits will begin May 15, 2015.
- A site for the Anthony and Norma Chmielewski tree planting and dedication is in process and the family plans a dedication at Twin Brooks Park on June 12, 2015. Commissioners will be notified in advance.
- Restrooms, except for Island Brook, will be opening weekends only beginning this coming weekend.
- Playground inspections have been requisitioned.
- Indian Ledge compost road shoulder repair accomplished.
- Beach Pool parking lot expansion about to be paved. Rock piles being removed.
- Landscaping at the Counseling Center at Old Mine Park.
- Beach Pool filter house prepared to the hard paving. U.I needs to make the electrical connection.
- Water line breaks from the strong winter weather at Beach Pool (300') and Abraham Nichols (600').
- Received a price of \$750 per court to install pickle ball lines on a tennis court from Classic Turf Company. We will prepare one court at Unity Park once temperature consistently reaches about 50 degrees.
- Rangers have moved to the Bill Property location.

Recreation Director's Report:

- Department very busy with Parking Permits distribution and Program Registrations.
- A Spread Sheet of Sports Groups Documentation from binders (Field Use Policy requirements) prepared and distributed; except for BMX which was presented this evening.
- Summer Town Hall Green concerts are fully sponsored.
- Adding Flag Football of summer sports programs.
- Board of Education is closing use of Hillcrest, Middlebrook and Booth Hill to us this summer because of construction work on boilers, windows and asbestos removal. This will impact summer playgrounds and use of Hillcrest Pool unless something can be arranged for these programs.
- Soccer AAU Team will pay to play on THS field.

MOTION to adjourn at 8:45 p.m. by Dr. Bellows, second by Mr. Moore, unanimously passed.

Respectfully submitted:

Joan E. Plouffe
Clerical Administrative Assistant

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