

**PARKS AND RECREATION COMMISSION  
ANNUAL REPORT  
2014-2015**

The Trumbull Parks and Recreation Commission and Departments are responsible for the care, management and control and scheduling of all parks facilities and grounds used for park and recreational purposes and all structures thereon, and provides security for all Board of Education fields as well. Together, we work in conjunction with all other municipal departments predominately with Public Works, Education, and Health, as well as with the athletic leagues within our community, to maintain and enhance our beautiful park and recreational facilities. The Department now oversees the Tree Warden and the Contracted Services for the removal and pruning of right-of-way trees, directs and oversees all aspects of the Contracted Services on the Board of Education Athletic Fields.

The object of our Recreation Department is to provide non-competitive activities to residents, of all ages, of the Town of Trumbull. The Recreation Department is located in the Town Hall Annex at 5892 Main Street, across the street from Town Hall. The recreation programs are divided into two major seasons, winter and summer. Registration always begins on the first Monday in April for the spring/summer season and the day after Labor Day for the fall/winter season. The fall/ winter programs are held, for the most part, in the school gyms and at Hillcrest pool. The Board of Education has continued to offer their total cooperation in assisting with our scheduling needs. In the summer, most programs are held outdoors and at the two outdoor pools.

- The outdoor pools are open from Memorial Day weekend until Labor Day. In an effort to cut expenses, we do not open Tashua pool until schools close. We utilize the school grounds for our summer playground camps. During inclement weather we take the children indoors.
- The Recreation Department works in conjunction with the Pupil and Special Services Department of the Board of Education to provide a summer camp for Special Needs children which follows their summer program for the month of July.
- With the help of sponsors, we have been able to continue to offer a wide variety of musical entertainment at the gazebo every Tuesday evening from mid-June until mid-September. In addition, we have children's concerts at Old Mine Park from the first week of July until mid-August.
- The Recreation Basketball League comprises "no-cut" youth from Kindergarten to Sr. High School, plus a Travel League which does have cuts with school coaches running the program. Travel players do not play on the Recreation Teams. Our Basketball Program is filled to capacity.
- It is the responsibility of this department to issue all park picnic permits, vehicle stickers, nanny passes, guest passes, field permits and all field scheduling.

***In time for the spring recreational season, The entire sticker program was reviewed for all of its elements prior to the 2015 season and it was agreed that there would be no fee for residents.***

***The Parks and Recreation Commission announced its 2015 Trumbull Vehicle Sticker Policy. While entrance to all Trumbull Parks is free and open to the public, designated parking within the parks requires a Vehicle Parking Permit. In accordance with the Parks and Recreation Commission regulations, 2015 Vehicle Parking Permits shall be issued to Trumbull residents at no cost who present a valid Trumbull motor vehicle registration for private passenger and/or combination vehicles. Commercial vehicles are excluded from Trumbull parks by Town Ordinance. Non-Resident Parking Permits shall be obtained for a fee of \$112.***

- ***We have maintained our facilities scheduling program that is managed through the Recreation department. All aspects of scheduling every athletic field in town is programmed into the software in order to keep track of all permitted activities as well as scheduling routine maintenance, renovations and rest periods throughout the year.***

- Teen Center:
  - School Year – Friday Nights for Middle School.
  - Saturday Nights- H.S. once a month (sometimes, every other week).
  - “More” Special-Needs Group, once a month.
  - Second Floor – Pop Warner Cheerleaders.
  - Karate, Tuesdays and Thursdays
  - Yoga, Wednesdays
  - Childrens’ Programs, 9:00 – 11:00 a.m.- Daily Mondays, Tuesdays, Thursdays and Fridays.
  - Summer - Teen Center Open Teen Nights – Mondays and Tuesdays.  
Teen Swims – Tashua Pool, Wednesday Nights  
Special Needs Swims – 8:00 to 10 p.m. Monday nights.
  
- *The Recreation Department continues to sell reduced movie tickets for \$8 (\$12 at theater) with \$1 going to the Teen Center.*
- *The Recreation Department received two grants from the Mallett Trust, \$5,000 for Concerts on the Town Hall Green and \$1,000 for the Teen Center.*
- *We have close to 1,400 kids between regular and travel in our basketball program.*
- *Many youngsters taking swim lessons.*

**AN OVER-VIEW OF OUR TRUMBULL PARK LAND FACILITIES FOLLOWS:**

**Abraham Nichols Park/Wood’s Estate (13.8 acres)**

Orchard

Community Planting Gardens with plots assigned through the Public Works Department.

Field (Wedding) area –Small Lavatory

Each year the beautiful orchard is pruned and sprayed.

The Gilbert Standley Orchard field-area continues to be utilized by fee for wedding receptions.

Community garden plots are assigned through the Department of Public Works

Historic 1800’s restored barn.

Caretaker Shed.

- *Installation of the Historic Bank Barn at Abraham Nichols Park has progressed with the foundation in, three walls clad in stone, slat siding, first floor post and beam structure up, it will have power and gas hot air heat (line from the greenhouse), second floor cathedral ceiling with wall space. The historic barn originally sat against a bank on White Plains Road property and has been re-installed against a bank of the same size to the back of the parking lot at Abraham Nichols Park...hence the name “Bank Barn”. Once rebuilt, the Historical Society, located at the Park, will use it for community and educational events.*
- *Trumbull Historical Society conducted its Picnic in the Park, September 14, 2014 from Noon to 4:00 p.m.*
- *The Trumbull Lions Club and Trumbull Historical Society conducted a Civil War Day at Abraham Nichols Park June 13 and 14, 2015, which encompassed demonstrations, re-enactors, vendors and plan to make this an annual event depicting other historic periods.*
- *Department accomplished electrical reorganization in the parking lot. In the process, we were required to do some excavation around the retention pond which improved the aesthetics, limited overall maintenance and reduced hazards of the drop-off.*
- *Preliminary rehabilitation work begun on historic Estate Green House.*

**Aldo Memorial Park (Westwind Road) (7.0 acres)**

Neighborhood natural meadow area.

Field is currently maintained as a seasonally-cut field.

**Robert G. Beach Memorial Park (331.0 acres)**

Swimming Pool – Graduated end for youngsters (350 person capacity)  
Beach Pool Sprinkler Park  
Tot Lot  
Lavatory Facility  
Monument Circle  
Small Ice Skating pond at Circle  
Hiking Trails  
Scout Land Camping Site

- *We went through a third bid process for the Beach Pool Filter House re-build. The overall costs associated with doing the work were higher than we had budgeted. We then committed to dismantling the building prior to the quote coming in and off-set costs with in-house assignment for all the interior plumbing, electrical and footing work. The block work was contracted out. Re-build began in the fall of 2014. Structure was taken off line and demolished beginning Labor Day season close. The pool and sprinkler park closed at that time. Users of the sprinkler park were diverted to Indian Ledge sprinkler park. The excavation, plumbing, floors poured, mechanicals, roof and block work completed in time for 2015 season opening.*
- *Capitol funds are in place for more extensive repairs to Beach Pool beginning this coming fall (2015). The bid has contingencies for damage beneath pool liner. It is noted that the gunnite pool bottom is close to warranty date. We are at 12 of 15 years*
- *Hedgehog Road Beach Park entrance pond was rehabilitated and prepared for ice skating*

**Davidow Park (15.2 acres)**

Currently undeveloped  
Contiguous to Joan Estates Tot Lot

**Great Oak Park (69.9 acres)**

Undeveloped woodland parcel purchased in the late 60's with federal land state funding. We encourage Scout Projects to keep our woodland trails cleared as well as provide shelters for wildlife.

The Park Commission has agreed with the general concept of a Trail System for Great Oak Park and would simply recreate and open the existing trail system.

The established trail system includes a 500 foot long floating boardwalk over the wetland pond in the northern section with the trail now expands from the Dayton Road side of the park and crosses over four waterways to the Great Oak Tree itself.

**Indian Ledge Park (104.6 acres)**

Regulation size lighted softball field  
BMX Racing Track  
Two Multi-Purpose Fields  
Amphitheatre Stage, with full Band Shell cover  
Sledding Hill  
Bocce Courts  
Woodland roadway  
Community Playground w/picnic area  
Lavatories  
Water-Spray Lot and lower level Lavatory  
Radio control track, above the current BMX track  
Artificial turf field affording four-season field play for soccer and lacrosse.  
Host location for any scheduled Town events and Fallen Heroes Recognition Event.  
Trumbull Dog Park

Teen Youth Center with handicap parking area - Utilized every weekday evening as well as for weekend events. All of our children's music, art and movement classes take place there. Yoga, Karate and Fitness programs also take place on the upper level. Trumbull Pop Warner uses the upstairs as a place for their cheerleaders to practice. The Teen Center is also used by M.O.R. E. (a group consisting of special needs young adults) for a monthly social. In addition, we offer a program twice a month for special needs children and their families.

The Trumbull Dog Park

TDOG Corporation indicated that they had dissolved. They have been unsuccessful in recruiting the regular attendees of the dog park for help and willingness to be active members. The Commission voted that unless another group came forward to assume all original motion responsibilities of the TDOG organization by July 1, 2014 that the park be closed and disassembled and the area returned to its natural woodland. At its June meeting, the Commission voted to allow a reorganized TDOG Corporation a 90 day extension from the July 1, 2014 dog park closing date to re-form their corporation to meet the requirements of the Trumbull Parks and Recreation Commission contingent upon their bringing a Status Update to the Commission for continued dialogue and update.

- *The TDOG Corporation reorganized, filed their 501c3 successfully and were in place prior to the 90 day extension and are meeting the use of facility requirements.*
- *The Gold Star Mothers' Fallen Heroes event in conjunction with the Trumbull Veterans Groups was approved to take place at the Indian Ledge Park field #1, amphitheatre stage area, Saturday, September 26, 2015, 12:00 noon to 3:30 p.m.*

Island Brook Park (47.0 acres)

Wildlife Pond  
Multi use ball field complex  
Tot Lot Playground  
Tennis Courts  
Basketball Court

**Island Brook Park (Continued)**

In Fiscal 2012/2013 the Commission passed a motion to accept utilization of approximately 1/8 of an acre of Island Brook Park with an easement of perpetuity by the Long Hill Fire Company in conjunction with their Fire Station expansion plans and need for a small area of additional parking at the upper level of the park behind 5400 Main Street with review by the Town Attorney and appropriate Town departments and commissions authorizations in place with final review and approval by the Parks and Recreation Commission. The project has not as yet begun.

**Kaatz Pond Park ( 17.5 acres)**

State Stocked Youth Fishing Pond

Veterans Center

Scout and Youth Organizations Fishing Derbies are scheduled at the Kaatz Pond.

**Kaechele Property Soccer Fields Complex on Madison Avenue. (12.23 acres)**

The Park Commission determined that there should be only one Recreational Soccer Program and one Travel Soccer Program recognized for scheduling within the Trumbull Park System and for the use of the Building at Kaechele Park and designated the American Youth Soccer Organization and the Trumbull United Soccer Organization as those programs approved for scheduling.

**Long Hill Green (0.1 acre)**

Shared maintenance with Long Hill Green Association

Park Benches, Gazebo, Post Clock and Walkways

Location for Summer Farmers Market

The Farmers Market was in existence for 15 years under the auspices of the State Department of Agriculture. They are certified farmers, growing in the state of Connecticut. There are over 130 farmers markets in the state. They do not charge a fee to their farmers. They carry \$1,000,000 Insurance, \$2,000,000 aggregate. They receive their guide lines from Hartford. They must be certified every year. Their scheduled was Thursday from 2:00 to 6:00 p.m. from June through October.

- *Because of deficiencies in the requirements set by the Director of Health, the Market did not open for the 2014 season. The Commission requested an official response outlining deficiencies and clarifying issues as well as local and state statutes to support these rules to ensure these problems didn't come forth in the future. The Farmers Market reopened for the 2015 season at the Nichols Improvement Association property.*
- *The Planning and Zoning approved a proposed development between Marisa's Restaurant and Whitney Avenue...the Long Hill Green. The Town's deed to a narrow strip of land along Whitney Avenue which came over from the State of Connecticut as parkland and the remainder of land that came to the Town of Trumbull was for highway purposes between Long Hill Green and Whitney Avenue. We have this little strip of land between what was formerly the Marisa's parcel and now of MGM Properties. That deed from the State came to us with what is called a Reversion Clause. And that clause says that if it is not used for parkland now or in the future the State can step in and take this land back.*
- *The Commission voted that once Local and State approvals are received concerning a Deed Reversion Clause of the State designated Parkland contiguous with Long Hill Green, it agrees for use of approximately a 5 foot portion of that State designated parkland for sidewalk purposes in conjunction with the Planning and Zoning Commission approved retail building with sidewalk to Long Hill Green.*

**Middlebrooks Park** (13.7 acres) - Contiguous to school property.

**Miscee Brook Park** (16.6 acres)

Hiking Paths

A temporary service road was installed for sewer construction. The park will be restored once sewer line construction project is completed.

*The Estate of Dwight Hanson, married into the Moore Family, Richard Moore Sr. was the person who instituted the creation of Mischee Park, proposed the donation of a 1.697 acres parcel with frontage on Huntington Tpke. and is contiguous to the Park and contains Mischee brook as it comes off Huntington Tpke. It is land that cannot be utilized for any type of development. the parcel to be donated is excess land; and, the Hanson Family thought to follow Richard Moore Sr. 's past donation of Mischee Brook Park property that it would be appropriate to give this excess land to the Town. The property is contiguous to the park on the West side and on the North side. The foremost resource is the water course itself and wetland network. Its value is the protection of the brook corridor that goes along the park. It is being offered at no charge, going to protect the open space and the wildlife in that area, as well as the water source...this stream leads into the Pinewood Lake and ultimately the Pequonnock River and into Twin Brooks Park.*

*The Commission gave conceptual approval of the subject to a physical audit of the property by relevant town departments as well as the Town absorbing any costs related to the transfer of the property.*

**Nothnagle Memorial Field** (4.0 acres)

Little League size ball field

Two Tennis Courts

**Old Mine Park** (Historic Mine Area Dedication) (72.1 acres)

Two Pavilions and Picnic Area

Meadow multi-purpose field

Natural River – Walk Bridge

Hiking Trails

Lavatory

Scouting activities continue to be conducted at this location.

Cub Scout Pack 468 and the Daniels Farm School PTA Fathers Club conduct their annual family overnight campouts at this location.

Our two pavilions and picnic areas are booked from early spring through fall.

Phoebe Meadow is available for field sports scheduling.

The Trumbull Counseling Center is assigned to the Old Mine Park building.

- *The Nature and Arts Commission and its 501c3 Patrons Group requested consideration by the Commission to approve a location for a new Nature and Arts Center in Old Mine Park. The Commission voted to consider in principal their request and designated a location at Old Mine Park on Corporate Drive. Said location, parcel and terms of agreement for a Ground Lease were not accepted by the TNAC and Patrons and any rights which may have been granted became null and void.*

**Parlor Rock Historic Amusement Area ( 2.5 acres)**

Historic site.

The Rail Trails Program over the historic rail bed from Bridgeport to Newtown is constructed contiguous with Parlor Rock Park with a small “rest area” within the Park area to facilitate users of the Rail Trails.

**Pequonnock River Valley Park/Rails to Trails:**

In conjunction with the Greater Bridgeport Regional Planning Agency which includes Trumbull, grants have been obtained from the State to develop the Rails to Trails path from Bridgeport, through Trumbull, and through Monroe to Newtown as a part of a national program to utilize historic railroad beds as walk ways and bicycle paths. The trail is now open from the Helen Plumb Building in Trumbull Center all the way to Monroe and is used daily by hundreds of walkers and bikers and many more on weekends. The Rail Trail through the Pequonnock River Valley is a marvelous addition to Trumbull woodland park system. The State has plotted out the southern connection of the trail from Beardsley Park area, Unity Park border, under highway to Brock Street, along border of Twin Brooks Park to Manor Drive, to Daniels Farm Road, to Tait Road. The Rail Trail does bring and requires work for our Department as the Memorandum of Agreement with the State requires the Town to provide on-going maintenance and repair, eliminate hazards and ensure the trail remains in a state of good repair.

- **Rail Trail Trash Control and Signs Request:**

*The State and Town Policy is that “users must take out what they bring in”. Residents should not put garbage bags out because what they are doing is ineffectual. A series of signs funded through the Rail Trails Project will be installed along the whole Rail Trail corridor.*

**Gunther Park (Pondview Pond Park) (1.3 acres)**

Small “vest pocket” park renamed in honor of past Park Commissioner Carl Gunther.

Wildlife pond

Park benches

**Strawberry Brook Estates (4.4 acres)**

Developer donated greenbelt.

**Spring Hill Road Little League ball field. (2+/- acres)**

Future expansion of the plateau is planned.

**Tashua Recreation Area (19.3 acres)**

Presently this community park is contiguous with the Town's open to the public 18 hole golf course and a 9-hole golf course with public clubhouse and restaurant.

The Town retained 20 acres for Town use which includes:

- Regulation size Swimming Pool
  - Kiddy Pool, with cover
  - Tot Lot Playground
  - Lighted Tennis Courts
  - Lighted Basketball Courts
  - Cricket Pitch at the Madison Avenue Field.
- 
- *A New Slide was installed at Tashua Knolls Pool facility.*
    - *For several years the Tashua Pool had been under-utilized during the day in comparison to Beach Memorial Pool which often reached full capacity. To attract more children to Tashua Pool various options were considered, the conclusion being the Flume-Slide for its ability to maximize recreational activities at the facility and in so doing lessen the burden on the Beach Memorial site.*
    - *Once installed it was necessary to take measures to address some of the problems that were brought to our attention. Splash Zone was reconfigured making it possible to return the lap lane to its previous position and new operational schedule to allow for lap swimming in the open swim free time.*
    - *Changes made worked out well. Never had to close the gates at Beach Pool once the 2014 season. Residents had options with an additional type of slide at another pool.*

**Twin Brooks Park (83.2 acres)**

Multi-Purpose field  
Ecology/Nature Ponds  
Memorial Walkway Planting Area  
Sledding Hill  
Covered Pavilions (one small, one large)  
Lavatory Facility  
Hiking Trails  
Wildflower fields  
Covered Bridge

The Vietnam Memorial Park is contiguous to Twin Brooks Park and is maintained by the Parks Department.

- Rotary Club conducts its very successful annual Sunset Run at Twin Brooks Park in July.
- Heavy rains continue to play havoc with Twin Brooks Park. Roadway is closed during flooding events.
- Tidy-Up- Day
- Trash and Dog Waste Collection containers are located at Twin Brooks Park restroom area with Rangers instructed strictly enforce Dog Clean-Up ordinance.
  - *The entire meadow area has been renovated to remove invasive species taking over the meadow and hill, herbicide applications were applied, the meadow area tilled and re-seeded. Remediation was 60/70% successful. Still have some re-immersion. It's a multi-year process. We will do a partial over-seed 2015 fall to lock-up and crowd-out the invasive weeds. Sledding hill opened this past winter season.*

**Unity Park** (35.1 acres) Combines contiguous Buffer Zone D'Addario Parcel (4.1 acres) and **Total (41.0 acres)** the Aldo Parcel (7.8 acres).

Little League and Babe Ruth League ball fields, *including two lighted fields.*

Ice Skating Ponds

Sledding Hill

Tennis Courts

Tennis Backboard

Volley Ball Courts

Horseshoe Courts

Lavatory Facility

Two Pickleball Courts

- *Resulting from the heavy-storm winter, we encountered a host of problems at Unity Park, mostly irrigation issues ...broken or fractured feed lines, celluloid valves, clocks hit by lightning, a rupture off the backside of the third base line of the Babe Ruth field...oldest ball field irrigation in town. This system has been patched, twisted and manipulated to fit the ever-changing configurations of Unity fields. Scrapping the existing irrigation system entirely and starting over would be between \$80,000/\$100,000 project between three fields. We determined what could be done initially to improve the over-all condition of the fields and committed to applying herbicide applications on infields of Little League #1, Little League #2 and Babe Ruth fields, core aerate and over-seed the infields, fertilizing Little League #1, Little League #2 and Babe Ruth fields.*

*Comparing maintenance level at Island Brook with the all clay infields versus the natural turf field it was determined that clay fields will always play more and be less costly. Island Brook has been in operation six years without complaints. At the Unity complex it is the demographic, irrigation issues, the number of games that take place is always increasing. Therefore, if so decided we could manage a clay field for less money, and it's more playable.*

- *The Commission reviewed with the tennis courts contractor possible lining for pickleball and agreed to line two tennis courts at Unity Park for pickleball play.*
- *The Commission investigated the potential for creating a permanent weather-driven shallow ice skating area within the parks system. It was determined that the Unity Park lower level ice-skating area which has long-retained to its natural state could possibly be reestablished. Inland Wetland and Watercourse approval is necessary to recreate this natural ice skating area. With appropriate approvals, we hope to begin the long-range project.*

**BALL FIELDS/ SCHOOL GROUNDS:**

Field Maintenance: There continues to be a need for a seasonal window of opportunity for the Parks Department to complete maintenance of facilities. The three season play and tournaments leave no opportunity to close down field areas to complete necessary rehabilitation.

- The Park Superintendent began a master-maintenance program for closing down specific fields for periods of time to accomplish appropriate maintenance. During those periods, no play is allowed. When scheduling end-of-season tournaments, designated maintenance closures will be taken into consideration.
- Standing rule for Rangers is to channel football play from restricted fields to an alternate field within the same park if possible.
- Reasons for closing specific fields at times is maintenance and safety.
- The Commission has maintained the current procedure for closing fields by Rangers or Superintendent making an early morning weather and field conditions determination with leagues having the authority to change the call if these conditions have altered by the time of play; however, with resident pick-up games the only determination is the one made by the Rangers or Superintendent and whenever possible offering another field which may be available.
- The Park Commission passed the new Field Use Policy for scheduling of all fields, both Town and Board of Education fields. Core groups complete only their own scheduling, all other scheduling is through the Recreation Department. Practices are only scheduled on skinned fields.

School Grounds:

- The Great Pumpkin Classic is permitted each October on the THS/Hillcrest Campus and parking lots. Campers park at rear of Hillcrest. 1,000 attendees.
  - *The Parks Department completed the building of bocce courts at the high school as well as managed a project to install new basketball courts at Tashua School*
  - *The BOE Athletic Director hosted a one-day event in October for Breast Cancer Awareness Month.*
  - *The PIT field area at the High School was taken off line and was fully rehabilitated, ground-down to zero and properly crowned.*
  - *Relay for Life, was conducted at the Trumbull High School McDougall Stadium May 30, 2015, from 3:00 p.m. to Midnight.*

**BUILDINGS AND GROUNDS MAINTENANCE:**

Responsibilities fall to the Parks Department in conjunction with the Public Works Department.

Trash in parks: We have experienced a greatly increased garbage problem in our parks. User Groups have been requested to remove whatever is brought in, whether by private haulers or by the Leagues. We have experienced household waste in dumpsters as well. The Commission requires daily trash pick-up at fields by league volunteers or by private contractors.

*The Town has a new Policy for field users that the Town will now manage and control all physical activity in the parks as far as contractors are concerned...ie. sports group wants to have something done at their facility, requests for contracted work will be presented to the Parks Superintendent, to the Commission when necessary, to the Purchasing Agent, bid or quotes provided, then awarded. Accordingly the Town will reimburse the contractor and invoice the individual organizations. ...it will be a direct liaison between the Town and the contractor instead of the group and the contractor. To accommodate those with existing contracts, the policy will begin following the 2015 season.*

#### **TENNIS COURTS:**

Our tennis courts rehabilitation project brought courts back into condition. Prescribed maintenance keeps them in warranty.

- *The current tennis court scheduling policy is a one-month group request permit.*
- *New post-tension concrete has been installed which is very dense with a 20 year life span.*
- *Commission approved Pickleball play on the rear-Unity court utilizing rubberized in-place goal markers.*

#### **WAGNER PARCEL – NATURE COMMISSION**

- *The Trumbull Nature and Arts Center currently resides on this property. A 501c3 has been formed for the benefit of TNAC. Because the acceptance of this parcel as parkland would allow for the ability to administer the Park Ordinances, security and health requirements and provision of relevant program information as all system users provide through the Parks and Recreation Facilities Use Policy, the Commission requested the First Selectman have the Trumbull Town Council consider the acceptance of the former Wagner Tree Farm Property and all buildings located thereon as part of the Trumbull Parks System.*

The Nature Commission utilizes parkland trails for spring and summer programs.

#### **GREENS:**

Our Department's assignments in conjunction with highway duties this time of year include both leaf collection and snow removal. Snow removal is repetitious and continues to increase with the addition of facilities, parking areas, sidewalks and safe walks. We now have over 11 miles of sidewalks which we monitor during leaf and snow season.

- **Leaf Collection completed throughout the parks system including ball fields, play fields, etc.**
- **We continue to reduce labor assignments in season by establishing “no-mow” zones with bulb plantings.**
- **All historic cemeteries are groomed and maintained by the Park Department. The beautiful planting areas within our park system as well as on municipal greens are prepared and maintained by our Department. We are very pleased to be able to boast beautiful playing fields and parks which are maintained in a healthful and safe manner.**

The Facilities User Policy for Trumbull Parks was established to meet the increasing demand for field use by organized sports organizations which provides:

- A fees structure for using the fields
- Allows for field maintenance with increase field “down time”.
- Provide clear guidelines, universal application procedure for group assignment and scheduling procedure.

The Policy covers all events, tournaments, organizations and requires all users to meet the conditions of the policy in order to utilize Trumbull Park Facilities.

- ***A Field Use Policy review is planned to be available prior to Spring of 2015 to incorporate:***
  - ***Transition of traditional seasons for sports groups.***
  - ***Scheduling allocations.***
  - ***Commission sanctions.***
- Criminal Background Checks. Per Town policy dated March 27, 2007, all organizations need to be in compliance.
- Insurance Certificates. All organizations need to provide the Finance Department with a Certificate of Insurance with general liability coverage in a minimum amount of \$1million/\$3million, naming the Town of Trumbull as an additional insured.
- Financial Disclosure. Not overly burdensome on an organization to require that the organization maintain good, organized books and that such books shall be available for inspection by the Town.
  - The policy includes that when, in the opinion of the Town of Trumbull, any aspect of the agreement between the parties requires financial audit or other auditing or appraisal, representatives designated by the Town of Trumbull shall have the right to examine and copy all writings relating to the agreement with the Town in the possession or control of the organization, and the organization agrees to make such writings available to the Town at reasonable times for said purposes. Our policy includes federal and state reporting requirements as follows:
  - It is the expectation of the Town of Trumbull Parks Commission that all outside nonprofit organizations permitted to use Town facilities are in compliance with federal and state reporting requirements. In the event that noncompliance with these regulatory requirements is brought to the attention of the Town, the Town Parks Commission reserves the right to suspend the organization’s use of facilities until evidence of subsequent compliance is provided.”
  - Improvement to Town Property: It is necessary for organization to agree to the following:
    - The Park Commission’s review of the proposed plans and formal vote to approve any construction.
    - The organization is responsible for filing the 8-24 application which needs to be made to the Planning and Zoning Commission;
    - Any building constructed on town property belongs to the Town of Trumbull. Construction must be in accordance with Town requirements and a surety bond for completion and payment needs to be filed with the Town before any construction commences.
- ***Letter sent to all field users reiterating our residency policy.***

**RANGERS:**

- *Drew Bill Property in the Nichols section of town is maintained by the Parks Department. The Rangers have been relocated to the rehabilitated house. Green area has been cleared and seeded. We are in the process of stabilizing the barn. The Little League and Babe Ruth Legion storage areas in the old Ranger Building on White Plains Road was relocated as the building is to be repurposed.*

**GENERAL:**

Three-types of signs have been installed within the parks system:

- Take Out What You Bring In (Park Ordinance 15-22, Penalty for Violation)
- Dog Leash and Clean-Up (Park Ordinance 15-9, Penalty for Violation)
- No Parking (In designated grassed areas near play areas.)

Each successive year, in addition to routine maintenance, we enhance our facilities in a variety of ways, sometimes extensive projects and often as simple as planting a wild flower field. We have created a strong, positive and diverse long-range development of our park system.

- *No flying apparatus whatsoever are to be flown over any Trumbull park without the express permission of the Parks and Recreation Commission.*
- *The Town is reviewing 20 year bonding projects. The Parks Department noted the need for:*
  - *An additional artificial turf field.*
  - *Significant work to the basin of Beach Pool. 20 years liner itself is fine; but, the shell that it's protecting is crumbling under it. Liner needs to come out to determine what can be done to remediate the shell. Any substantial work or changes to that pool would have to go for a full review before the State and would probably not be approved. The graduated depth on entry doesn't meet the current health standards. We can repair, we can't change. We will need to be prepared to begin the project the day after Labor Day to get a solid two months in. Because of the urgency of this project, we are hoping to get this approval in time to begin work the fall of 2015.*
- *Trumbull is a town whose families love sports and recreational activities....baseball, softball, soccer, lacrosse, cricket, tennis, golf, model airplane flying, swimming....on and on. Our many leagues continue to grow with no new facilities on the horizon and weather conditions playing a roll upon availability...we schedule to the fullest and vying for field space among the leagues is one of balancing.*
- *Trumbull's small Parks and Recreation Departments are to be commended and have worked exceptionally hard to manage this balancing...year-round maintenance (turf, leaves, snow, lavatories, two swimming pools... one a 60 year old pool which our residents love at Beach Memorial Park which can be maintained but not replaced in compliance with State regulations, historic cemeteries, new Rail Trail); as well as, scheduling the daily request changes among the leagues utilizing our playfields, distribute picnic and parking permits.*

- *Whether our residents play ball, golf, swim, perform in summer stock, walk the Trail, ride moto-cross bikes, picnic...it was agreed that all should be administered under one department head who can be aware of the needs of each Town recreational program (individually and combined when needed), facilities, features, maintenance and budgeting who will continue to report to respective commissions who can be appraised and approve all activities as well as create policies, rules and regulations to meet the needs of the community.*
- *A new position of Parks and Recreation Director was created and Stuart McCarthy, who has led the Westport parks system since 1989, was appointed to the position, beginning June 1, 2015.*

Our Parks and Recreation Commissioners share the great pride our residents have in our park system and work in a close team-effort to serve in this capacity.

Current members of the Parks and Recreation Commission

Robert R. Ferrigno, Chairman  
Kevin Bellows, Vice Chairman

Matthew Caron  
Richard Moore

Lee DeFusco  
Marie Petitti  
Nancy Walsh

Vincent Lipinski  
Michael Travisano

Stuart McCarthy, Parks and Recreation Director  
Dmitri Paris, Parks Superintendent  
Mary Markham, Recreation Manager  
Robert Hawley, Chief Park Ranger

Respectfully submitted:

Robert R. Ferrigno, Chairman