

Wallingford Parks & Recreation Commission
Meeting Minutes for Wednesday, November 8, 2023 @ 5:30 PM
6 Fairfield Blvd. Wallingford
Room 3

- Call Meeting to Order: John Sullivan called the meeting to order @ 5:35 pm
- Pledge of Allegiance
- Roll Call

Commissioners in Attendance: Chairman John Sullivan, Vice Chairman Don Crouch, Lori Cooke-Marra, Lars Edeen

Commissioners Absent: Steve Rossacci

Recreation Department Staff Present: Kenny Michaels, Director of Recreation Parks & Recreation

- Approval of prior meeting(s) minutes (September 13, 2023)

A motion was made by Lori Cooke-Marra and seconded by Lars Edeen to approve the minutes from the September 13, 2023 meeting. Vote: unanimous

- Public Comment (10 minutes) - none
- Park/Playground Safety – Kurt Treiber, Rob Baltramaitis and Kenny

Kurt Treiber introduced himself to the group. He has been working for the Town of Wallingford for 23 years and is currently the Risk Manager. He has a certification in Playground Safety. He is involved with park inspections which is an ongoing process. If there is a safety concern with a piece of playground equipment, Kenny will be notified and either a replacement piece would be ordered or Public Works will be notified and the piece will be adjusted or fixed.

Rob Baltramaitis is the Director of Public Works and he stated that if there is a concern at one of the parks and it is brought to Public Works attention, they will never neglect it.

Lars Edeen suggested that maybe a sign would be useful at the parks with contact information to report an issue.

The Parks & Rec part-time Maintainers go out to the parks that have playground equipment and wood mulch every Monday and Friday to fill low spots from usage and overall maintenance. If they see anything from the weekend that needs to be addressed, they will inform Kenny.

Inspections are usually done at the parks during the fall, so Kenny is able to prepare for his budget.

John asked Rob to explain why the barriers at Harrison Park are in place at the entrance of the upper lot. Rob explained that the barriers at Harrison Park that do not allow vehicles in the lot is mostly because of illegal dumping. It restricts people from accessing the area. Illegal dumping is a big problem in a lot of the parks in town. When soccer season is finished, barriers are placed at Woodhouse to prevent dumping. They leave enough parking for 10/12 cars to park so people can access Tyler Mill.

- Lion's Club – Peter Pfau – Trees and Light Donation Wallace Park

Peter is a member of the Lion's club. The Lion's have been very generous to the Town in the past. The Lion's applied for a \$500 grant which was approved to plant a tree in town. Kenny along with the Commission will look into the best place for this donation. Lori Cooke-Marra suggested getting a tree that would flower and have color. Once the location is determined, then the type of tree will be decided.

- Soccer Field conditions and other sports using fields – Lori Cooke-Marra

The soccer fields in town need to be looked at due to wear and tear on the fields. Lori mentioned that the mowing schedule should be changed because by the weekend, the fields are overgrown. Rob mentioned that the mowing schedule is weather dependent.

John asked Rob if there is a set schedule for mowing. Rob said there is a set schedule, but depending on the weather, it will vary. Lori wanted to know who sets up the lining of the fields and the dimensions on the smaller fields. Rob said that they do, depending on the leagues and the Engineering Department to determine the lining. Lori was concerned that when there are tournaments, people are using other fields to put up their tents. Kenny said the permit holder should be making sure tents are not being used on other playing fields during a tournament.

- Lufbery Park – New Pavilion and Play Equipment

Kenny said that there is money in the budget to get a new pavilion and new play equipment for Lufbery. The current equipment is over 20 years old. Lufbery is one of the town's highest rental areas. The pavilion would be moved over to be near the play area. This project is in the early planning stages.

- Twilight Tunes – Don Crouch

Don Crouch would like to see the road in front of the Town Hall between Prince and Center Street blocked off for Twilight Tunes next year. Possibly putting the stage in front of the bank, so that Public Works can set it up during work hours.

- Moran Middle School Cyclo Cross Race held October 29, 2023 – Lars Edeen
Lars mentioned that Moran Middle School had an event that the Moran Cycling Team held on October 29, 2023.

- Discussion and Vote on 2024 Meeting Schedule

The 2024 Meeting Schedule will be 2nd Wednesday of the following months at 5:30 pm:

January 10

March 13

May 8

September 11

November 13

December 11

A motion was made by Lori Cooke-Marra and seconded by Lars Edeen to approve the 2024 meeting schedule. Vote: unanimous

- Director Michaels P&R Update (see attached)

Next Parks & Recreation Meeting: December 13, 2023

Motion to adjourn made by: Lars Edeen and seconded by Lori Cooke-Marra Vote: unanimous

Adjourned @ 7:45 pm

Respectfully submitted,

Loriann Ouellette

Wallingford Parks & Recreation

Recreation Commission Director's Report November 8, 2023

Programs/Events:

- Weber & Gannon Youth Basketball Registration Underway (League Reg as of 11/7)
 - Weber Boys – 414
 - Gannon Girls - 138
- Adult League Registrations - Teams as of (11/7)
 - Co Ed Volleyball – 14
 - Men's Basketball – 5
 - Women's – 0
- New Sr. Men's Fall Softball League – 100 Players
- Halloween Parade Oct. 27th estimated 2000+ people in attendance
- November 17, 2023 - 9 and A Chicken Scavenger Hunt begins 7pm at the Chick fil A Parking lot.
- Holiday Stroll December 1st event partnered with Wallingford Center Inc.
- Michelle Bjorkman, Superintendent of Programs and John Scagnelli, Garden Market Supervisor recently met with HUBCAP and we will have a partnership with them on the use of the HUBCAP Space to host our Winter Farmers Market. Many of our Spring – Fall Vendors have shown an interest and we anticipate between 20-24 vendors each Saturday through the winter.

Projects/Facilities:

- Awaiting the installation of the new Community Lake and Grand St Park Signs.
- Need to discuss with Public Works the line striping in parking lots at parks and playing fields. Most notably West Side Field, Pragemann, Harrison and Community Lake. **NO UPDATE**
- Doolittle Basketball Courts - ***Project is 80% complete. The old courts were ripped up and removed and (2) new post tension concrete courts have been poured. We are in the 21-30 day curing period for the post tension concrete. With the incoming winter weather, the vendor will hold off on the painting of the courts until the end of March/Early April. The new fence was also installed on the Wall St. Courts.***
- Working with Nolan Monuments of Hamden to restore the gold coloring on the military personnel killed in action. These names had been colored in gold paint and over time have faded. Awaiting date from Nolan for the work to be completed. ***This project has been completed by Nolan Monuments and it has restored the gold color to the names of the officers killed in action during the Vietnam War.***
- Council Approved donation of work in the amount of \$11k to be donated by the Wallingford Dog Lovers Association to install water lines and fountains at the Dog park for participants to fill water bowls for their dogs at the park. Project tentatively scheduled for Oct. 9th start date. ***This project started on November 1, and is completed. The vendor will be back in the spring to mount the fountains when they are ready to de-winterize the water lines. We would like to thank the Wallingford Dog Lovers Association for this donation and added amenity to the dog park.***
- Thanks to Rob Baltramaitis and the Public Works Department. We have had an issue with sitting water after rain storms on the shallow infield grass at Vietnam Vets Baseball Field #2. PW went

out and regraded the swell that had formed and re-pitched the affected areas in the infield. Seed has been spread and covered with hay. This field has been locked and closed to allow grass to grow and will re-open for the Spring 2024 season.

- Portolets will be removed from the parks beginning the week of November 20th.
- Community Lake Shoreline Clearing Fall Clearing. Will be submitting quote requests to do the fall clearing of the Community Lake Shoreline Clearing.
- Recently had excessive vandalism on the playscape at Grand Street Park. All done in sharpie marker. Currently in the process of trying to remove. If it cannot be removed, it will need to be painted. WPD were called and police report was generated.
- Year ending 2023 Fees Waived for YMCA and Boys and Girls Club for Town used Facilities
YMCA (Summer Camp, Easter Egg Hunt, Tennis Courts Lessons) \$78,125
Boys and Girls Club (Basketball Court Usage/Holiday Tournament) \$30,826

Upcoming –

- Look to extend dugouts at Prag Fields 1-4 using Prag Endowment
- Discuss Potential Landscape Design Project for Dutton
- Discuss Lufbury Pavilion and Playground upgrades in current 2023-2024 budget
- Begin discussion and budget prep for the 2024-2025 budget