

Wallingford Parks & Recreation Commission

Regular Meeting

Wednesday, April 9, 2025 @ 5:30 PM

6 Fairfield Blvd. Wallingford

Room 4 Conference Room

MEETING MINUTES

- **Call Meeting to Order** - John Sullivan Called the meeting to order @ 5:34 p.m.
- **Pledge of Allegiance**
- **Roll Call**
Commissioners in Attendance: Chair John Sullivan, Vice Chair Don Crouch, , Lori Cooke-Marra, Lars Edeen
Absent: Steve Rossacci
Recreation Staff in Attendance: Shawn Keogh, Recreation Superintendent
Others in Attendance: Jason Michael, resident
- **Approval of prior meeting(s) minutes** - A motion was made by Don Crouch and seconded by Lori Cooke-Marra to approve the minutes from the Regular Meeting on February 12, 2025. Approved unanimously.
- **Public Comment** – Jason Michael asked if the department is making headway on the basketball courts on Wall Street (Doolittle Park Courts). Did Classic Turf sell the company? Is the warranty still in effect? Shawn Keogh directed everyone to the Director's Report update under Community Lake Sports Courts. The company was bought out by a larger company, but staff and management remain . Keogh stated that Kenny Michaels, Director is meeting with Classic Turf to continue discussing both projects. Chair Sullivan asked Keogh to have Kenny Michaels email Jason Michael an update.
- **Dutton Park** – Chairman Sullivan met with Mayor Cervoni, Kenny Michaels-Director of Parks & Recreation, Rob Baltramaitis-Director of Public Works, George Messier- Veteran Services Officer, and Janis Small-Corporation Counsel to discuss updating Dutton Park's landscaping and adding a monument for the "War on Terror". They met with a landscape architect to review the entire park. The town is going to begin seeking funding for an entire park revamp for FY 2025-26 with hopes to complete the project by Spring of 2026. They are making plans to trim back the trees, remove all of the mulch and replace it with red rock, to remove the hedges at the southern tip of the the park near the signage and replace them with flowers; all before Memorial Day 2025. Sullivan is meeting with Baltramaitis to continue this discussion next week.
- **Community Pool Updates** – Shawn Keogh updated that the Bid is closing next week, there was an extension to the due date due to the size of the bid document. Keogh confirmed that the bid is for the actual project using the specs from 2020 with all updated codes.
- **Multi-day facility/park rental fees for groups and organizations** – Don Crouch stated that he would like to bring this discussion back to the Commission now that Wallingford has a new Mayor and new Town Council. The Commission discussed what the commission's role is in setting the rental rates/fees according to the Charter. Sullivan stated that according to the Charter the Commission can set the rates and bring them to the Director for review, and then to Town Council for approval. They discussed what types of organizations/groups/rentals this would affect. They discussed how organizations/groups are currently being charged. Sullivan opened the floor to Jason Michael since he was on the Commission during the last attempt at addressing these fees with Mayor Dickinson, Janis Small and Town Council. The Commission would like uniformity in how fees are charged and/or waived. Secretary Hoppes will email the current Facility Rental/Park Rental packets to the Commission for review. Discussion will continue at the next meeting.
- **Parks Master Plan** - Shawn Keogh stated that they are talking with surrounding towns to collect information and ideas. Keogh asked all Commissioners to email Kenny Michaels suggestions of which parks to include. Sullivan suggested that commissioners visit each park to see what could be improved on. Crouch stated that the Town Planner is pulling the POCD Committee together to begin working on the Plan of Conservation and Development that is due June 2026. The POCD can include all plans for parks, fields, and facilities.

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- **Director Updates – Shawn Keogh, Recreation Superintendent gave the update in Kenny Michaels, Directors absence** – Keogh asked Commissioners if they had any questions regarding the report. Lori Cooke-Marra asked if the department is adding any new programs to generate additional revenue. Keogh stated that Bob Kilpatrick, new Program Specialist has been very successful on adding new programs since he started in the winter. Cooke-Marra asked what percentage of programs cancel due to low enrollment. Keogh answered that it is typical that 83-85% of winter programs run, and 88-90% of programs run the remainder of the year.
- **Next Parks & Recreation Commission Meeting:** Wednesday, May 14, 2025
- **Motion to adjourn made by:** Don Crouch **Seconded by:** Lori Cooke-Marra **Vote:** Unanimous
- **Adjourned @ 6:14 pm**

Respectfully submitted,



Stacey Hoppes
Secretary
Wallingford Parks & Recreation

**Recreation Commission
Director's Report April 9, 2025**

Programs/Events:

- Spring 2025 Programs have begun
- Summer Camp / Specialty Camp Registration has begun and open
- Summer Sizzlers, Tiny Bubbles/Pop Shots, Playground Numbers
 - Tiny Bubbles Ages 3-4 Tues/Thurs 2 classes – 20 (FULL) & 14
 - Tiny Bubbles Ages 3-4 Mon/Wed/Fri 2 classes – 20 & 20 (FULL)
 - Pop Shots Ages 5-6 Tues/Thurs – 21 (FULL)
 - Pop Shots Ages 5-6 Mon/Wed/Fri – 20 (FULL)
 - Summer Sizzlers Ages 12-15 – 135 (FULL)
 - Playgrounds Stevens Session 1: 100 Session 2: 85
 - Playgrounds Fritz Session 1: 121 (FULL) Session 2: 112
 - Playgrounds Moses Y Session 1: 96 Session 2: 90

Projects/Facilities:

- Parker Farms LL Project Update **Project underway, field 1 has been regraded, sod has been installed. Mound is completed. Still working on field 1 to complete the fence work. Field 2 and 3 are in progress and with winter coming, work estimated to continue and completed in early spring. PROJECT RESUMED, FIELD 1 IS COMPLETE AND ALLOWING THE SOD TO TAKE WITH HOPES TO PLAY ON NY END OF APRIL. FIELD 2 AND FIELD 5 ARE STILL BEING WORKED ON.**
- Town Council approved on November 12, 2024 an appropriation of \$11,300 of ARPA Funding to install a sidewalk/walkway and (2) benches along the new basketball court at Doolittle Park on Wall St. side. **UPDATE: BENCHES HAVE BEEN DELIVERED, AWAITING ON WEATHER CHANGE Work to be done early spring.**
- Pragemann Park Basketball Court project went out to bid and has been awarded to Hinding Sport Courts \$160,625. **Project start date EARLY SPRING, Still awaiting date from Hinding.**
- Gym Floor at 6 Fairfield Blvd will be repainted at the conclusion of the winter seasons. Aiming for work to be completed the 3rd week of March which will result in the gym being closed for one week. **Contractor needs to return April 18-19 to make adjustments on the short court lines and repaint.**
- Community Lake Sports Court bid opened on March 27th. Low bidder is Classic Turf who completed the Doolittle Basketball Courts. The project has not been awarded as of date. The plan is to meet with Classic Turf prior to award to discuss the project and the issues of bubbling that happened on the first painting of Doolittle Courts. This project will replace the (2) aging tennis courts with (2) new post tension concrete tennis courts and fencing, along with replacement of (1) basketball court into a post tension concrete basketball court.
- Working with fencing contractor to get pricing on Fence/Backstop repairs for Pire Park and dugout expansion for Pire Park. Completed the week of April 1st, repaired the back stop curling, replaced the damaged and cut open mesh on the fencing between the park and neighbor and reduced the entrances on the Birch Dr. side of the park to eliminate the access of mini snowmobiles which accessed the park this winter.
- Worked with PW on the repair of a sink hole on the Pire Park basketball court. Sink hole was caused by cut down tree buried underneath the court. Once the hole was opened, PW discovered the tree, down and decaying under the court. Tree and limbs removed, area filled

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and packed with process and repaved the opened area of the court. Thanks to PW for prompt response and repairing the problem.

- Working with Chuck Sherwood a local turf management contractor to do soil samples on sports fields located at Pat Wall, West Side and Pragemann. Contractor took the samples last week and we are awaiting results. The goal is to outline and develop proper turf/grass treatments for these locations to maximize growth and durability.

Upcoming –

- Discuss Potential Landscape Design Project for Dutton
- Pragemann Park Dugout Expansion
- Pragemann Park Pavilion Conversion into storage garage for Lacrosse and Football
- Spring/Summer Community Lake Shore Line Clearing