

Wallingford Parks & Recreation Commission

Regular Meeting

Wednesday, April 9, 2025 @ 5:30 PM

6 Fairfield Blvd. Wallingford

Room 4 Conference Room

REVISED 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, and George Messier- Veteran Services Officer 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.

RECEIVED FOR RECORD

AT

2:45 PM

AND RECEIVED BY

Michael Pango (UG)

TOWN CLERK

- **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

Stacey Hoppes
Secretary
Wallingford Parks & Recreation