

NEW MILFORD PARKS & RECREATION COMMISSION MINUTES  
REGULAR MEETING  
JUNE 9, 2015

COMMISSION MEMBERS PRESENT: Chairman Tom Beecher, Vice-Chairman Bill Kamp, Secretary Shari Barron, Alfred Esposito, Tom Saunders, Lisa Arasim and Douglas Skelly. OTHERS IN ATTENDANCE: Director Dan Calhoun, Assistant Director Eleanor Covelli and Secretary Donna Ramsey.

Tom B. opened the meeting at 7:30 PM.

**#1. PUBLIC PARTICIPATION**

No one addressed the Commission during public participation.

**#2. APPROVAL OF MINUTES OF REGULAR MEETING, TUESDAY, MAY 12, 2015**

Corrections: Page 2, second paragraph, line 6, third to last word (in) should be deleted.

Bill moved to approve the minutes as corrected. Tom S. seconded the motion. Six in favor, Shari abstained. The motion carried.

**#3. FACILITIES REQUEST**

Jeff Kilberg representing Nicholas/Tobin/Community Culinary School of Northwestern CT was present to ask for use of the south and middle Green for "A Taste of New Milford, Ct". from September 8, 2015 at 8:00 AM to September 10, 2015 at 10:00 AM. Last year was the first time alcohol was served at the event. Everything went very well with alcohol served in a fenced area with one exit and one entrance. Everyone was carded. Taste of New Milford will take place from 5:00 – 7:30 PM on September 9<sup>th</sup> and the Culinary School will have a breakfast on September 10<sup>th</sup>. Additions to what they had last year include there may be one or two more local vineyards and the Kent Falls Brewery.

Tom B. moved to approve the request of Nicholas Tobin/Community Culinary School of Northwestern, CT to use the south and middle Green from September 8<sup>th</sup> – September 10<sup>th</sup> for "Taste of New Milford" and a Community Culinary School breakfast. Approval includes an alcohol permit and all the same conditions as last year. Shari seconded the motion and it passed unanimously

RECEIVED  
TOWN CLERK  
Tom B. moved to approve an alcohol permit for a previously approved facility request for Bank Street Investments/Third Thursday Events for July 16<sup>th</sup> and August 20<sup>th</sup>. Tom S. seconded the motion and it passed unanimously

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The Mayor and Chief of Police will determine any police presence that might be required.

#### **#4. CORRESPONDENCE**

None.

#### **#5. FINANCIAL REPORT**

Dan reported that revenues are down slightly but we have a month to go in the fiscal year. This is the biggest time for Summer Camp registration and park stickers are now selling. Today was the last day to submit purchase orders for this year. There are a number of outstanding bills that need to be paid. Today was the first day of training on MUNIS the new accounting software for the Town. This software should save time and cut down on paper.

#### **#6. DIRECTOR'S REPORT**

A copy of Dan's report is attached.

Canterbury Pond was treated for weeds and algae on May 20<sup>th</sup>. Ousatonic Fish and Game will have a fishing derby at the site in a couple of weeks.

Dangerous dead limbs have been removed at Carlson's Grove and Lynn Deming by our tree contractor on advice from the Tree Warden.

All necessary repairs have been made at Lynn Deming for the summer season. See Dan's report.

The Sega Meadows Archery Range will be discussed under 8C. And trees for the Green will be discussed under 8B. on the agenda.

Shock Electric replaced 6 light bulbs for the ball field lights at Young's Field.

#### **#7. ASSISTANT DIRECTOR'S REPORT**

A copy of Eleanor's report is attached.

Almost everything went smoothly on opening day at Lynn Deming.

The policy for evacuating Lynn Deming Park if tornado weather is forecast for our area is to have the lifeguards clear the water and everyone leave the beach area for the remainder of the day.

There are 285 children registered for summer camp. All existing counselors and supervisors have been re certified in CPR and First Aid.

Seasonal Maintainers have been certified in Blood Borne Pathogens, a required OSHA training.

#### **#8A. DISCUSS LYNN DEMING PARK IMPROVEMENT PLAN**

Dan and Tom B. went to the Town Council meeting last night. Some of the Town Council members were disappointed that more progress has not been made at Lynn Deming. Tom B. explained the requirements and the process that was followed in getting all the approvals from the land use offices and FirstLight. Tom B. didn't want to have specifications written up and go out to bid until we got approval from First Light which we received a week ago. They might have required some changes. Now we have all the approvals we need to prepare bid specifications for a general contractor to do everything. The Town has a contract for tree work. We need to hire an engineer and a Clerk of the Works to oversee the project. Lisa asked when the project might be completed and Tom B. projected by the opening of the park next Memorial Day weekend. Most of the work will begin after the closing of the park this fall so that patrons can enjoy the park during the summer. The Commission felt the work should be done all at once and not piecemeal for cost effectiveness. Alfred will head the Lynn Deming Sub-Committee. Others on the sub-committee are Dan, Eleanor, Tom B. and Tom S.

#### **#8B. DISCUSSION REGARDING DEEP AMERICA THE BEAUTIFUL GRANT**

Dan and Eleanor spoke with Mary Wilton at length regarding the above tree grant. We need to re-plant at least 4 trees on the Green. The Commission discussed suggestions made by Mary and the Tree Warden.

The Commission decided to plant one Sycamore on the north Green. One Sycamore, one honey locust and one American beech on the middle Green.

#### **#8C. DISCUSSION & POSSIBLE ACTION REGARDING ARCHERY AT SEGA MEADOWS**

Dan and Eleanor did additional research on Archery Ranges and Eleanor met with Alfred Esposito and James Schmitt. We will design an area approximately 75 yards x 75 yards. There will be a 25 yard buffer at the sides and at the rear of the range. We will post appropriate signage at each entrance and at the entrance to the target range, install hay bales and mow every 3-4 weeks. Archers will bring their own targets. Eleanor would like to offer a basic archery program in the future. The Commission reached a consensus to have this activity at Sega Meadows. Dan will notify the Mayor and re-check this use with CIRMA.

#### **#9A. DISCUSSION & POSSIBLE ACTION REGARDING BOAT RULES & REGULATIONS**

A copy of "Boat Slip Regulations 2015" is attached.

There was a question regarding replacing a boat with a jet ski on a dock at Lynn Deming or selling a boat mid season and replacing it with a larger boat. The Commission felt that boats and water skis are both water vessels. They felt that the rules did not need to be changed as (C. & I.) cover our obligations.

#### **#9B. DISCUSSION & POSSIBLE ACTION REGARDING LONG RANGE PLAYING FIELD & PLAYGROUND PLANS**

The Commission discussed the need for fields. Many fields not owned by the Town such as Garick Farms, John Pettibone School, and Dr. Pi (former Nestle fields) may not be available in the near future. A sports complex would be ideal to solve the problem. A committee has been set up by the Mayor to address the problem. The Town is trying to be proactive. Members of the committee are Tom Pilla, Mr. Beatty, Mayor Murphy , Dan, Eleanor and Dan's brother. Doug and Lisa would like to join the committee.

Bill moved to adjourn the meeting at 8:33 PM. Tom S. seconded the motion and it passed unanimously.

Respectfully submitted,



Donna L. Ramsey, Secretary

**New Milford Parks & Recreation  
47 Bridge Street  
New Milford, CT 06776**

**Director's Report for June 2015**

**Addis Park**

**Andrew Gaylord Barnes Park  
Baldwin Park**

**Canterbury Pond**

The pond was treated for weeds & algae on May 20<sup>th</sup>.

**Carlson's Grove**

I have had a potentially hazardous tree removed in the picnic area.

**Chappuis Park**

**Clatter Valley**

**Creative Playground**

We will have safety mulch delivered and spread this month.

**Emmanual Williamson Park**

The portable restroom was delivered on June 1<sup>st</sup>.

**Helen Marx Park**

**Hulton Meadow Park**

The meadow is being mowed every week to every other week. I am not sure if this was ever turned over to the Parks & Recreation Commission?

**Lynn Deming Park**

The docks required some fabrication and welding this year.

There are a couple of boards to be replaced and welding completed on A' dock. This will be completed before the season.

The pole lights bulb overlooking the boat docks have been replaced.

The deadwood was removed from all necessary trees and a couple of hazard trees were removed on May 27<sup>th</sup>.

JC Nota Septic has pumped the septic tank and cleaned the filters prior to opening day.

We received the permit for the Lynn Deming project from First Light Hydro Generating Supply Company.

#### **Nostrand Trail**

We cut brush and mowed the parking area for the trail walk that Weontinogue was holding on May 30<sup>th</sup>.

#### **Pickett District Road Fields**

#### **Ray Ramsey Park**

The new kiosk has been rebuilt and will be painted and reinstalled soon.

#### **Sega Meadows**

I have done some additional research on Archery Ranges and met with Eleanor, Alfred Esposito and Mr. James Schmitt. We think that we can develop an area and offer this activity at very little cost. We will designate an area approximately 75 yards x 75 yards. There will be a 25 yard buffer at the sides and at the rear of the range. We will post appropriate signage at each entrance and at the entrance to the target range, install hay bales and mow this every 3-4 weeks.

#### **Town Green**

Eleanor and I spoke with Mary Wilton at length regarding the tree grant. We will need to re-plant at-least 4 trees on the Town Green in the fall of 2015. After meeting with Mary, I am comfortable recommending that we plant a sycamore on the north green a thorn-less/pod-less honey locust, an american beech and a sweetgum on the middle green. Currently we have a monoculture of mostly red and sugar maples on the Town Green that are not doing that wonderfully. There are also quite a few sycamore and honey locust being planted along New Milford roadsides because they are a hardy street tree. Below is a description of these trees:

##### *American Beech- *Fagus grandifolia*:*

*50-100' height, similar width, zone 3, native*

*"sturdy, imposing tree, short trunk with wide crown, a picture of character, a noble tree for a park setting"*

*blue, gray bark, silver green leaf color, beautiful golden bronze in fall, leaves persist into winter,*

*does not like heavily compacted soils.*

##### *American Sweetgum- *Liquidambar styraciflua**

*60-75' height, pyramidal shape, zone 5, native*

*glossy green star shape leaf, rich yellow to red purple fall color, "excellent lawn, park tree"*

### american beech tree pictu

American Beach Tassel	Epiphytic	Wax Plant	Beach Amaranth	Greenish	White	Yellow	White	Red
Identification	Bark Leaf	Elm Nuts	Leaf	Beri	Oak	Carpet	Oil	Coconut



View page: [windcreeknursery.com](http://windcreeknursery.com)

€22 x 72 = €1616      *Amstelcar B 162*

The American Beech tree has a shallow root system and likes bottom land and flood soils.

A small, dark, sketchy illustration of a tree or bush, possibly a willow, with a thin trunk and many branches.

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american sweetgum pictu

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[View page](#) arborday.org

250 x 437 .jpeg SweetGum Trees

The Sweetgum tree, with its star-shaped leaves, red / orange-brown interesting fruit, and twigs with unique corky, — arborday.org

4 Pinterest collections

4 pages with this image

*Tuliptree-Liriodendron tuliperfera*  
70-90' height, 30-50' width, zone 4. native  
fast growing, bright green leaves turn golden yellow in fall  
strong straight trunk  
specimen, outstanding tree in park setting

We removed two potentially hazardous trees from the Green on June 3.

We may want to discuss how to handle the marking out of the Town Green for groups who install tents. It is getting very difficult for our department to locate all or the underground utilities, etc. that are on the Green. We may want to look into having an agreement with a company who locates and marks these utilities whenever there is tents stakes, etc. installed into the Green. I would think we could pass the cost onto the user? My fear is that someone hits a fiber line which shuts down the towns Communications. We also should make the users responsible for calling "A Call Before You Dig".

The irrigation system has been repaired and turned on for the season.

#### **Young's Field**

GE Grant: The Department of Public Works is working on the River Walk project. The walk will run from the kayak ramp to Helen Marx Park.

Shock Electric replaced 6 light bulbs for the ball field lights.

Respectfully Submitted  
June 3, 2015



Daniel Calhoun  
Director of Parks & Recreation

Assistant Director's Report

June 9, 2015

**Lynn Deming Beach:** Opening Day has come and gone and I am happy to report that mostly everything went smoothly, with the exception of some shenanigans at the boat ramp and gate. All lifeguards are trained and in place. All equipment is in on site and all the signage and painting has been done.

I would like to remind everyone of our policy for evacuating Lynn Deming Park should tornado weather be forecast for our area. We have lifeguards clear the water and everyone leave the beach area for the remainder of the day.

We have some new security guards patrolling the boat docks on weekends, and they are doing an exceptional job of actually going out onto the docks to check conditions. Hopefully, this will make life happier for the boaters.

**Swim Lessons:** Once again, nighttime swim lessons at the Club are 100% full, with the lake lessons approximately 60% full. First session is always slower at the lake due to the cooler conditions of the water. We have 3 fully certified WSI's to teach, with one trained WSI who is not yet certified in American Red Cross lessons.

**Summer Camp:** Numbers are moving along with 256 registrants thus far. For the first time, 5<sup>th</sup>-8<sup>th</sup> grade will have the largest number of campers. Again, camp hours are 9-3 at all sites, with field trips being planned for Lake Compounce, Sky Zone Trampoline Park, Children's Movement Center, Bank Street Theater, Lore's Lanes and the Pratt Center.

**CPR and First Aid:** All existing counselors and supervisors have been recertified in CPR and First Aid, and we have been able to assist the Youth Agency personnel with the same certifications...a small way of saying thank you for their continued support with our use of the Maxx.

Seasonal Maintainers have been certified in Blood Borne Pathogens, a required OSHA training.

Respectfully submitted,

Eleanor K. Covelli  
Assistant Director

New Milford Parks and Recreation Department  
47 Bridge Street  
New Milford, CT 06776  
860-355-6050

**BOAT SLIP REGULATIONS 2015**

- A. Boat Slips are available to New Milford Residents or Tax Payers.
- B. All boats must be registered in the State of Connecticut.
- C. The Parks and Recreation Department shall assign boat slips each year and reserve the right to reassign a slip any time during the season.
- D. We currently have 83 slips available. 52 slips are available for boats with a maximum length of 20' and a beam width of 8', 8 slips for boats with a maximum length of 23'6" and a beam width of 8', and 23 slips for boats with a maximum length of 24'6" and a beam width of 8'6". Please note that giving incorrect information concerning boat length or width can result in loss of boat slip and possible forfeiture of registration fee.
- E. All facilities are offered with the understanding that the Parks and Recreation Department assumes no liability and that the tenant must carry insurance if the tenant desires protection.
- F. The Parks and Recreation Department is not responsible for any losses on, or damage to boats docked at Lynn Deming. Each owner will be held responsible for securing his boat and held responsible for any damage that he/she may cause to other boats situated at the Lynn Deming docks or any damage to the dock structure itself. The Parks and Recreation Department is not responsible for weed or algae growth around docks.
- G. **Boat Sinking:** In the event that an owner's boat shall, for any reason, sink while berthed in a slip, at dockside or otherwise, while occupying park waters, the Department may – if the owner cannot be contacted immediately or does not remove the boat within 24 hours, and if said sunken boat constitutes a safety or water navigation hazard – take immediate steps to raise and remove said boat or cut it free from the dock if necessary. These steps will be taken to insure the protection and safety of the dock and the other boats. All costs in any operation to remove the sunken boat, or any damage incurred to the dock or other boats shall be solely at the owner's expense.
- H. **In case of emergency:** The Parks and Recreation Department shall determine the terms and conditions of what constitutes an "emergency". In the event of said emergency when the owner cannot be contacted, the Department shall be authorized to move the subject boat – if possible and practical – to a safe and secure area. This action will be taken in order to protect the boat, park property, neighboring boats, and to insure the general welfare of the boat in question and the general welfare of park property and public safety. **However, under no circumstances is the Parks and Recreation Department under any obligation to provide this service.** Any costs incurred by the Parks and Recreation Department, given the circumstances as outlined above, shall be solely at the owner's expense. By leasing a boat slip, the boat owner agrees to indemnify and hold harmless from any and all liability, loss or damage incurred during conveyance of the boat by the Parks and Recreation Department or damage to vandalism or acts of God. In general, the owner shall be solely responsible for the upkeep of his/her boat and any emergency measures that need to be taken.
- I. Boat slips are assigned according to the size of the boat and availability. If an owner purchases a larger boat during the course of the season, the Parks and Recreation Department is not obligated to provide a larger slip. Accommodations will be made, when possible.
- J. Transfer of boat slip rental authorization, or sub-leasing of rental space during, before, or after the course of the season is forbidden without direct approval from the Parks and Recreation Department.
- K. Leasers of boat slips who are late removing their boats from slips by the designated date will be charged a \$25.00 per day fee. Violators will not be eligible to receive a future boat slip or boat launch pass until the fee is paid in full.
- L. Boats may be installed no earlier than the third Saturday in May (Please note that security does not begin until the Saturday of Memorial Day Weekend at 7:00a.m.).
- M. All boats must be removed by the Sunday of Columbus Day Weekend (Please note that the last day for security will be the last Sunday in September. Boats left on docks during this time period will be at your own risk!). Not complying with the removal date will constitute a charge of \$25.00 per day until the boat is removed.
- N. Resident vehicles with authorized sticker and their guests in same vehicle in one trip. (Additional vehicle trips to bring in more people are prohibited.)

Please properly dispose of all trash or litter in dumpsters instead of garbage receptacles.