

NEWINGTON PARKS & RECREATION
BOARD OF DIRECTORS
TUESDAY, January 19th, 2021

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IN NEWINGTON, CT

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Town Clerk

I. CALL TO ORDER

Eileen Francolino called the meeting to order at 7:10 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Board Members Present: Don Woods, Bill DeBlasio, Jay Bottalico, Jen Win-Johnson, Eileen Francolino, Ed Marchion, Matthew Kulowski, Mike Karanian, Anthony Kulowski

Board Members Absent: Nicole Pane and Roberta Byron-Kolej

Council Members Present: Carol Anest and Tim Manke

Staff Present: Superintendent William DeMaio and Kelly Dickinson, Administrative Secretary

IV. APPROVAL OF THE MINUTES OF OCTOBER 20, 2020

- **Motion:** A motion was made by Bill DeBlasio to approve the minutes of October 20th. Don Woods seconded the motion. The motion passed unanimously.

V. ELECTION OF OFFICERS

- **Motion:** A motion was made by Don Woods to nominate Jay Bottalico as the Parks and Recreation Board Chair. Ed Marchion seconded the motion. The motion passed unanimously.
- **Motion:** A motion was made by Bill DeBlasio to nominate Don Woods as Vice Chair. Ed Marchion seconded the motion. The motion passed unanimously.
- **Motion:** A motion was made by Ed Marchion to nominate Eileen Francolino as Secretary of the Board. Don Woods seconded the motion. The motion passed unanimously.

VI. PUBLIC PARTICIPATION

NONE.

VII. CORRESPONDENCE

- **Motion:** A motion was made by Bill DeBlasio to add to the agenda new business for consideration for the West Hartford Youth Baseball League to post a sign on the Center Green. Eileen Francolino seconded the motion. The motion passed unanimously.

VIII. SUMMARY REPORTS

The Monthly Reports and Tree Warden Reports for October, November, and December of 2020 were given to the Board to review. There were no further questions.

IX. OLD BUSINESS

NONE.

IIX. NEW BUSINESS

a. Meeting Dates and Times for 2021

The meetings will remain the third Tuesday of the month at 7:00 p.m. There will not be a meeting in August.

- **Motion: A motion was made by Jen Win Johnson to accept the Proposed 2021 Meeting Schedule. Bill DeBlasio seconded the motion. The motion passed unanimously.**

b. Free Little Libraries

Some of the teachers at Anna Reynolds want to put up a library at Seymour Park. The teachers applied for a grant and are still waiting to see if they get the money for the project. The construction, maintenance, and removal of the library will be the responsibility of the school staff. The final details will be worked out with the Superintendent if they receive the grant.

- **Motion: A motion was made by Eileen Francolino to approve the Free Little Libraries presented by the Anna Reynold's staff to be located at Seymour Park. The Anna Reynold's staff will be responsible for agreeing on a location with the Superintendent of Parks and Recreation. They will also be responsible for erection, removal, vandalism, and maintenance. Bill DeBlasio seconded the motion. The motion passed unanimously.**

c. CIP Budget

The Department is going through the budget process with the Town Manager, Town Council, and the Finance Department. The budget is going to be refined as it goes through the process. The Department will be meeting with the Town Manager and the Finance Director the last week of January or the first week of February.

- **Motion: A motion was made by Jen Win Johnson to approve the Capital Improvement Projects (CIP) to be presented to the Town Manager and the Finance Director. Jay Bottalico seconded the motion. The motion passed unanimously.**

d. Golf Tournament Account Expenditure

Superintendent DeMaio is proposing that the Golf Tournament Account balance be used to purchase a children's train. The train can hold about 6-8 kids and/or adults in each car and will have 4 cars and an engine. The train will go around the park and will be able to be used for special events as well. It can be rented to other towns and departments as well for special events. Parks and Recreation staff would operate the train. Businesses could sponsor the train and have their name on the train cars as well.

- **Motion: A motion was made by Jen Win Johnson in accordance with the Finance Department policies to approve the remaining funding in the annual Golf Tournament Account in the amount of \$16,878.00 to purchase a children's train for the park system. Eileen Francolino seconded the motion. The motion passed unanimously.**

e. Installation of (2) poles on the corner of Garfield Street and Willard Avenue

Superintendent DeMaio explained that the Department is proposing to install (2) telephone poles on the corners of Garfield Street and Willard Avenue, in order to display a 40 ft. by 3 ft. "Season's Greetings" lighted message. People coming into the new Government Center will view holiday decorations that will connect Garfield Street to downtown Market Square.

- **Motion: A motion was made by Jen Win Johnson to approve the installation of the (2) telephone poles on each side of Garfield Street adjacent to Willard Avenue in order to hang “Season’s Greetings” sign and other community event signs. Ed Marchion seconded the motion. The motion passed unanimously.**

f. Portable Miniature Golf

The Department is looking into more COVID safe activities for people in the community and would like to purchase a portable miniature golf set. There would be 9 holes purchased in total. There would be 3 holes at Churchill Park for picnickers’ and campers’ use, 3 holes near the Skatepark at Clem Lemire Complex, and 3 holes at Mill Pond Park. The lifeguards will sanitize and distribute the golf equipment. The holes could also be moved and used all together as a set for special events.

- **Motion: A motion was made by Bill DeBlasio to approve the purchase and installation of a 9 hole miniature golf set. Depending on space, holes will be located at the picnic pavilion area at Churchill Park, adjacent to the Skatepark at Clem Lemire Complex, and at Mill Pond Park. The portable system can be moved and used at the after-school programs and at all special events. Eileen Francolino seconded the motion. The motion passed unanimously.**

g. St. Patrick’s Day Party in the Park June 10, 2021

The Parks and Recreation Department is planning some outdoor events depending on COVID protocols at the time. The event will be St. Patrick’s Day themed and will have live music by the Screaming Orphans, Irish food, and a Guinness Beer representative who will be printing photos on the foam of Guinness beers. The event will be held from 5:00 to 9:00 p.m. and it will run similarly to the concerts in the park with social distancing, masks, and sanitizing areas. McBride Carpet offered a donation to sponsor the event in the amount of \$1,300.00.

- **Motion: A motion was made by Jen Win Johnson to approve St. Patrick’s Day Party in the Park on June 10th, 2021 and to accept McBride Carpet’s donation of \$1,300.00 as a sponsorship. Furthermore, to approve department staff to apply for a state liquor permit to sell refreshments at the event. Jay Bottalico seconded the motion. The motion passed unanimously.**

h. Motorcycle Madness Event June 12, 2021 from 3:00 to 8:00 p.m. at Mill Pond Park

The annual Motorcycle Madness Event will take place on June 12, 2021. Sponsorships are being secured, such as Trantolo & Trantolo, Geico, and West Hill Automotive. The beer and wine garden will already be set up from the St. Patrick’s Day event and will remain up for this event.

- **Motion: A motion was made by Don Woods to approve hosting Motorcycle Madness on June 12, 2021 from 3:00 to 8:00 p.m., sponsors to be forthcoming. Also, to approve the staff to apply for a state liquor permit to sell refreshments at the event. Ed Marchion seconded the motion. The motion passed unanimously.**

i. Life. Be in it. Extravaganza State Liquor License

The Extravaganza planning process has started pending COVID regulations. The carnival supplier has already been contacted. Other Parks and Recreation Departments are to be invited as in years past for a camp day at the carnival.

- **Motion: A motion was made by Ed Marchion to approve the Parks and Recreation Staff to apply for a state liquor permit for Life. Be in it. Extravaganza event from Tuesday, July 13, 2021 through Saturday, July 17, 2021 to sell refreshments at the event. Jay Bottalico seconded the motion. The motion passed unanimously.**
- j. **Water Lantern Festival**
 Superintendent DeMaio hopes to plan and negotiate the Water Lantern Festival event for this year in the coming weeks.
- **Motion: A motion was made by Mike Karanian to approve the Water Lantern Festival at Mill Pond Park with details to be negotiated by the Superintendent and to approve the Department to apply for a state liquor permit to be able to serve refreshments at the event. The motion was seconded by Anthony Kulowski. The motion passed unanimously.**
 - **Motion: A motion was made by Don Woods to add the Food Truck Festival on June 11th to the agenda for further Discussion. Jay Bottalico seconded the motion. The motion passed unanimously.**
- k. **June 11th Food Truck Friday Night**
 Bill DeBlasio proposed that the Department hold an event on June 11th and obtain a liquor permit for the evening to hold a food truck event, as the park will already be set up for the St. Patrick's Day event and will remain set up for the Motorcycle Madness Event.
- **Motion: A motion was made by Bill DeBlasio to allow the Department to apply for a state liquor permit for Friday, June 11th for a possible Food Truck Friday event. Jay Bottalico seconded the motion. The motion passed unanimously.**

XI. REPORTS

a. West Hartford Youth Baseball League Sign Request

There was a request made by a parent of a former Newington Little League player to put up a sign advertising for West Hartford Youth Baseball League. The parent was informed that it did not meet policy regulations stating that the sign must be for a non-profit organization of Newington and it cannot conflict with other events and groups in the town of Newington.

- **Motion: A motion was made by Eileen Francolino to deny the request by the West Hartford Youth Baseball League to post a sign on the Center Green. Jay Bottalico seconded the motion. The motion passed unanimously.**

b. Town Hall/ Community Center Update

Don Woods, a member of the Building Committee, reported that the project is 2-3 weeks from being done. The parking lot is being prepared for winter and will be paved in the spring.

c. Mill Pond Pool Park Update

The facts and figures are being put together for the Mill Pond Pool concept. Once the report is complete, then there will be another Building Committee meeting about the concept and the plans will be shared.

d. AARP Fitness Center and New Playground Update

The AARP Fitness Center and playground has come together. An agreement was recently signed with O'Brien and Sons to install a shade structure that was originally planned for

the playground, along with two more chess and checker tables and two park benches. The work will start in March, weather permitting. An additional \$14,000.00 was given to the Department to hire fitness class instructors and to provide free exercise classes for the next 3 years.

e. Virtual Tree Lighting

The tree lighting was very successful even with limited people allowed. Superintendent DeMaio reports that it went very well and people were also able to watch via Facebook live. There were over 3,000 social media views of the event. He also commended Karen Gallicchio, Joe Harvey, Hadeel Majdoub, and Clay Pedigo for their efforts for the event.

f. Budget Update

The budget has been submitted. The budget will be presented to the Town Manager and the Finance Director at the end of this month.

g. Building a Strong Community Awards Update

The Town Council award ceremony was presented on Zoom. The awards were delivered to the recipients.

h. Preschool Folding Partition Door

The preschool folding partition door has been installed in the preschool room.

i. MCC Concession Stand

Superintendent DeMaio reports that the concession stand is being completed and connected now for later use after COVID. The Department is just waiting on a window to be fixed to accommodate the correct opening size needed.

j. Administrative Secretary Vacancy

Lisa Delude has transferred from Parks and Recreation Department to the Human Services Department as they were in need during the holiday season.

k. Groundskeeper I Replacements

One of the employees who left to go to the Highway Department has requested to come back. A new employee started with the Department as well. Superintendent DeMaio reports that he has a lot of equipment certifications that will be useful to the Department.

XII. PUBLIC PARTICIPATION

NONE.

XIII. ADJOURNMENT

Bill DeBlasio made a motion to adjourn the meeting. Ed Marchion seconded the motion; the motion passed unanimously. The meeting was adjourned at 8:23pm.

Respectfully submitted,



Ashley Fontana