

**Haddam Park & Recreation Commission**  
**Virtual Regular Monthly Meeting**  
**Tuesday, November 12, 2020**  
**7:30 PM**  
**~Via GoToMeeting~**  
**MINUTES**  
***Approved as printed at the January 14, 2021 Meeting***

In attendance: Chairman Jason Lonergan, Commissioner Peter Christopher, and Commissioner David Law

Not in attendance: Vice Chairman Jennifer O’Neal and Commissioner Daniel Belanger,

Staff in attendance: Barbara Galloway, Recording Clerk

1. Call to Order

Chairman Lonergan called the Meeting to order at 7:33 PM.

2. Election of 2020-2022 Officers

**Commissioner Christopher made the Motion seconded by Commissioner Law to retain the current board of officers, Chairman: Jason Lonergan, Vice Chairman: Jennifer O’Neal, and Secretary: Peter Christopher, for another term. The Motion was approved unanimously by the quorum of members in attendance.**

3. Approval of the Minutes of the October 08, 2020 Video Conference Regular Meeting

Some of the commissioners said that they had not had a chance to read the October 8 Meeting Minutes. The approval of these Minutes was tabled until the January 14, 2021 Meeting. The recording clerk agreed to re-email the unapproved October 8 Minutes to all of the commissioners in case they no longer have them.

4. General Review of current budget financial reports (10/2020)

The financial reports for October 2020 “Adjustments to Budgeted Expenditures, General Fund, July 2020 to June 2021”, dated 11/04/2020 and “Adjustments to Budgeted Expenditures, Capital Non-Recurring, July 2020 to June 2021”, dated 11/04/2020 were emailed to the commissioners earlier. The commissioners discussed the status of various budget lines; Chairman Lonergan noted that they would decide during the winter months which projects they should address in the Spring with the funding for which they were approved in the 2020-21 budget and in that year’s Capital Plan and the commissioners reviewed several specific projects. There was a question asked about from which line the Pete’s Waste Removal bills for Great Hills and the Brickyard are paid.

5. Unfinished Business

A. Great Hills Fields

- i. Walking Path at Great Hills - status: requested work  
This upgrade had never gotten addressed during the Summer of 2020. Chairman Lonergan said he would contact the contractor about having the gravel refilled on the existing pathways first thing in the Spring of 2021. Trees that have become overgrown along the path and that are overhanging the soccer fields and parking lot and were never trimmed as requested will also need to be ordered to be trimmed in the Spring.
- ii. End of Season fields and property conditions/needed work  
Chairman Lonergan noted that the trees that fell in the outfield of one baseball field and behind the concession stand during storms this past Summer have also not been cut up and removed. Chairman Lonergan said he planned to check with Public Works to see if the Town could/would remove

the trees. If the Town cannot do the work, he would check with the contractor to see if the work could be done this Winter or first thing in the Spring while the area is not in regular use.

Chairman Lonergan noted that he will see how long the trash pickup continued last year. He will contact Pete's Waste Removal to pickup the trash until the same time this year or at least for another week or two until the end of November since the public continues to use the property on the good weather days we have been experiencing. He said he will call the sanitation contractor and have the port-o-lets removed for the season in the next couple of weeks, too. Once the sanitary services and trash pick up is completed, people using the area will have to carry out anything they bring in to the area. The installation of temporary signs regarding dogs on the fields and trash were discussed.

- iii. Eagle Scout Great Hills Kiosk Project – status  
Commissioner Christopher reported that Matt had completed the work on the kiosk for Haddam Little League at the site. Chairman Lonergan showed photos of the completed project. The placement of the kiosk encouraged pedestrians to turn at the walkway instead of taking a shortcut across the lawn. The commissioners also noted that there was a healthy layer of mulch surrounding the kiosk site, adding to the unity of display with its surroundings; Commissioner O'Neal said that Matt had installed the mulch purchased by the Little League. It was suggested that the kiosk serves as a natural barrier, as well. All present agreed the new kiosk was a welcome and attractive addition to the area.
- iv. Signage - status of installation of signs re: trash and dogs  
The signage prohibiting dogs on the playing fields and asking people to use the provided trash receptacles or, if no trash cans are available, to remove their trash from the site when leaving will be installed in the Spring. The commissioners recalled that Vice Chair O'Neal had offered to work on this project.

*B. Brickyard Field*

- i. Status of fence repair (tree limb damage) and gates replacement  
Commissioner Christopher reported that the fence repair and replacement of the two gates had been completed by the contractor. The one change that had been made was that two double wide gates were installed at the entrance and in the outfield. The single width gate that was to be moved from the entrance to the outfield was not reused and the contractor had been removed it from the field altogether.
- ii. Fence Netting – requested cost estimate - status  
Commissioner Christopher said that he never received an estimate for the netting to be added to the top of the fencing. He would contact the contractor during the Winter and get an estimate for the netting and the addition to the fence in the Spring.
- iii. End of Season Field/property conditions/needed work  
As with the Great Hills property above, Chairman Lonergan noted that he will see how long the trash pickup continued last year. He will contact Pete's Waste Removal to pick up the trash a couple more times until approximately the same time this year that it continued to in 2019 or at least until the end of November since the public continues to use the property on the good weather days we have had. He said he will call Olsen Sanitation and have the port-o-let removed for the season in the next couple of weeks, too. Commissioner Christopher said at the end of the sanitation services season, he will make sure that the main gate is closed and he will get a "closed" sign for that gate.

- iv. Signage - status of installation of signs re: trash and dogs  
Again, as at Great Hills, the signage prohibiting dogs on the playing fields and asking people to use the provided trash receptacles or, if no trash cans are available, to remove their trash from the site when leaving will be installed in the Spring. The commissioners recalled that Vice Chair O'Neal had offered to work on the signs project.

C. *Haddam Elementary School property*

- i. Signage - status of planned installation of signs re: trash and dogs  
As at Great Hills, the signage prohibiting dogs on the playing fields will be installed in the Spring. He will be in contact with Vice Chair O'Neal who had offered to work on this project. Also, it was noted that a trash can had been installed on the right side of the HES property, apparently by the Town.
- ii. Potential reuse of existing playground benches – status  
Chairman Lonergan noted that he would still like to relocate the benches to other public areas where they would be better used, considering all of the uncertainty re: what will happen to the currently locked closed HES dilapidated playground area in the future. He has not spoken to the Town about this plan as yet, but will contact them over the winter.
- iii. Chairman Lonergan that there is quite a bit of use of the HES building by various groups currently and that it is a good sign. There are obvious concerns regarding any use of the playground area regarding the cost of dismantling the dangerous playground equipment and the basketball courts regarding who is responsible for the maintenance of the pavement in that area. Leaching fields for the coming septic system are being installed at the Green and on the right side of the HES property and that area is dug up for that purpose now.

D. *Higganum Center/Cove Activities - bench and sign plans – status*

Chairman Lonergan noted that the Town has discussed going out to bid for brush clearing on the Cove site, which is encouraging for plans for future uses of the area. He stated that the commissioners should definitely discuss the ideas of installing signage and bike racks in the area once winter weather is finished and traffic in that area builds again in the Spring. These beginning plans can be discussed at the January meeting since neither a December nor a February meeting is scheduled.

Chairman Lonergan said that with all of the work being done in Higganum Center, a working playground and public basketball courts would be beneficial and welcomed in future plans. He will talk with the Town about the commission being included in/kept apprised of the development plans. Commissioner Law suggested this commission do some scouting for related ideas and present the Town with some proposals for activities. Chairman Lonergan noted that the most recent Plan of Conservation & Development (COPD) implies that Haddam lacks public recreational facilities aside from Great Hills and the Brickyard and those facilities that are owned by the Regional 17 School System that are not for public use. He said that surrounding towns with smaller populations have more public recreational facilities than Haddam owns.

6. New Business

A. *2021 Meetings Schedule - Discussion/Approval*

The commissioners agreed in theory with the dates included on the 2021 Meetings Schedule that they had received for review. It was agreed that some meeting dates may need to be adjusted during the year, as has often happened before.

**Chairman Christopher made the motion seconded by Commissioner Law to approve the 2021 Meetings Schedule as printed. The Motion was approved unanimously.**

*B. 2021-2022 Budgets*

Chairman Lonergan noted that paperwork involved with the 2021-2022 Budget plan will be starting in mid-December. He informed the commissioners that he may want to meet with them to have a brief discussion of what they should include on the commission requests for the 2021-2022 budgets, the forms for which he had not yet received. Chairman Lonergan reminded the commissioners that the Town would like this commission's lines for landscaping and mowing included in the Town's bids for those services in 2021-2022 and will move to the Town's budget lines next year. He noted that the turf work should/would go out for bid this Spring.

Chairman Lonergan said that there will be notification sent out to schedule an agreeable date for this quick meeting if it should become necessary.

*C. 2020-2021 Capital Plan projects to address this fiscal year – discussion*

Chairman Lonergan discussed briefly projects at Great Hills, HES, and the HKHS parking area that the commission had discussed at earlier meetings.

*D. New ideas for the Commission's ongoing list of parks/recreation sites*

Commissioner Law noted that there are some legal actions the Town is addressing right now toward eventually acquiring the former Rossi Lumber property. The purchase of this parcel would add to the contiguous spaces under discussion for development in Higganum Center

7. Correspondence

A. A statement from Anderson Turf Irrigation, Inc. for \$520.00 was received at the financial office on 11/02/2020 and reflected fees for work completed at the Great Hills Athletic Complex on 10/15/2020 and the finance office contacted Chairman Lonergan. Chairman Lonergan communicated with the finance office approving payment of this bill.

B. A 10/19/2020 letter from the CT Grounds Keepers Association, offering membership to the organization was presented at the Meeting. Chairman Lonergan Said he did not feel this membership would be useful for the commission's purposes.

8. Adjournment

**Commissioner Law made the Motion seconded by Commissioner Christopher to adjourn the Meeting. The Motion was approved immediately. The Meeting was adjourned at 8:15 PM.**

Respectfully submitted,  
Barbara D. Galloway

Recording Clerk