



***Haddam Park & Recreation Commission  
Town of Haddam  
30 Field Park Drive  
Haddam, CT 06438***

**Haddam Park & Recreation Commission  
Regular Meeting  
Thursday, January 11, 2024  
7:30 PM  
Unapproved Minutes**

Haddam Parks & Recreation Commission Meeting  
January 11, 2024 07:30 PM Eastern Time (US and Canada)  
Join Zoom Meeting <https://us06web.zoom.us/j/83834457485?pwd=xbtCDejpTfjcAyv1XYGnIzeGkhDabO.1>  
Meeting ID: 838 3445 7485, Passcode: 011411  
One tap mobile +19292056099,,83834457485#,\*011411# US (New York)  
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In Attendance: Acting Chairman David Law, Commissioner Peter Christopher, Commissioner Emily Kyle, and Commissioner Jason Lonergan (remotely), and Commissioner Jason Waterbury  
Not in attendance: All commissioners were in attendance.  
Staff in attendance: Barbara Galloway, Recording Clerk

1. Call to Order  
**Acting Chairman Law called the Meeting to order at 7:44:26, following a video recording issue.**
2. Commission Information Discussion  
Voting on new officers was tabled for a future Meeting.
3. Approval of the Minutes of the December 14, 2023 Meeting  
**Commissioner Christopher made the Motion seconded by Commissioner Kyle to approve as printed the Minutes from the December 14, 2023 Meeting. The Motion was approved by all present except Commissioner Waterbury, who abstained as he was not present at the December Meeting.**
4. Public Inquiry & Comment (a three-minute limit per speaker)  
There were no members of the public at this Meeting.
5. General Review of both presented current budget financial reports (12/2023)  
Two reports, "Adjustments to Budgeted Expenditures – General Fund, July 2023 to December 2023, dated 01/09/2024" and "Adjustments to Budgeted Expenditures –Capital Non-Recurring, July 2023 to December 2023, dated 01/09/2024", had been emailed to the commissioners prior to the Meeting. The commissioners had reviewed the financial reports and agreed that there had not been a notable change in activity and the record appeared to be correct and up-to-date.
6. 2024-2025 Budget –New information/Status  
Acting Chairman Law reported that he had not heard any news from the Town regarding the 2024-2025 Budget request that he had filed. He said that he understands that the Town will

soon announce a Zoom meeting regarding the Budget. He will contact the commissioners when he has more information.

7. Plan of Conservation & Development (POCD) Implementation Plan – updates

It was stated that there is no new activity to report regarding this plan. The commissioners agreed they should research and review the original plan (POCD) that should be on file at the Town Office building.

8. Unfinished Business

A. Great Hills Fields

i. Playscape

a. Suggested Public Fall clean up – update

Acting Chairman Law said that he had received no updated information from the town resident who had approached him in the Fall for the okay to do some community cleanup at the Playscape site in November.

Commissioner Kyle said that she would try to contact the resident and find out any new information from her regarding whether the cleanup had ever been performed.

b. Innovative Playgrounds estimate for suggested work on 2023 Inspection Report – update

Acting Chairman Law reported that he had emailed approval of the new parts estimate from October 2023 to Innovative Playgrounds, Inc., but had not yet gotten a response. He now believes that the parts estimate approval should have been made to O'Brien & Sons, the provider of the parts and supplies for the playground repairs/renovations required by Innovative Playgrounds, Inc. He will send the estimate approval to his contact at O'Brien & Sons. Once the parts are ordered and received, they can be stored on-site until Spring when the commission can request a repair date from either Innovative Playgrounds. It was also suggested that the commission contact Public Works to see if they would be willing to do the work instead.

The commissioners agreed that although the parts estimate did not include a labor estimate since the vendor had suggested that the required work could be completed by anyone with basic carpentry skills, they believe the work should be done professionally by a licensed and insured workman to ensure it is done correctly and to avoid any future liability issues.

ii. Gate Locks Replacement – update

Commissioner Christopher is continuing to work on obtaining the needed gate locks for specific areas of the Great Hills Athletic Complex.

iii. Circumference Walk Renovation/Extension Plans – update

Acting Chairman Law reported having spoken with First Selectman McGarry and Town Planner Warner about the commission's plan to renovate and extend the walkway at Great Hills. They told him it would be useful to have a landscape architect look at the property and consult on the plan. The Town representatives shared with him a reference name for the creator of designs for the playground being planned on the former HES property.

iv. Entry Sign Order & Installation Status

Commissioner Kyle contacted the sign company former Chairman O'Neal had spoken with regarding replacement entry signs for both the Great Hills and the Brickyard properties. The company will create the two single-sided signs and install them on wooden posts at the entrances of the two parks for \$1,640 in total, per the estimate former Chairman O'Neal had received last

summer. The company will begin building the signs once the Town makes a down payment of \$820 (50%) with the remaining \$820 due upon sign completion, delivery, and installation. Commissioner Kyle will send Acting Chairman Law the deposit statement and he will either open a purchase order or make a check request for the deposit with the financial office. Commissioner Kyle informed the commissioners that the sign company strongly suggested the commission have a representative onsite for the installation to be sure the sign is installed in the right location and position.

**B. Brickyard Field**

- i. Entry Sign Order & Installation Status  
See “8.A.iv. Entry Sign & Installation Status”, above.
- ii. Any Additional Field/Facility Activities  
No new activities or issues have been reported for this ballfield.

**C. HES property, Higganum Cove, Rossi, Scovil, etc. – any new actions**

HES Property - The planning for a playground on the property continues.  
Higganum Cove – The Friends of the Cove apparently have a plan for future improvements at the Cove.  
Rossi Property – The Town has apparently made some progress with a plan to remediate the Rossi property with a specific identified company. Acting Chairman Law noted that due to grant contractual time constraints, the Town will be holding a public hearing on the Rossi property plan in the next couple of weeks and soon after Planning & Zoning Commission will meet regarding the plan followed by the Town calling a Town Meeting for approval of the developed plan.  
Scovil property – There was no new information to report on this project.

**9. New Business**

**A. Additions to the ongoing list of parks/recreation sites**

The commissioners discussed the idea that has been introduced and talked about at several other town-related meetings of obtaining a parcel of State land adjacent to Haddam Meadows State Park for town recreational purposes.  
Dog Park – Acting Chairman Law reviewed a topic that has been discussed and discarded several times in the past was reintroduced for a new discussion: developing the high ground lot at the top of the hill at the back of Great Hills as a dog park area. The commissioners largely seemed positive about the idea. The land is used mostly for overflow parking during popular and busy ball tournaments, etc. and is used for this purpose only 2-3 times per year. The list of items needed for this project (leveling the area, planting of grass, installation of fencing, benches, doggie refuse collection bag dispensers, and a trash can) would be relatively easily addressed and fulfill a public need that has been expressed at meetings in town for years. This topic will be revisited at a future meeting.

**B. Any new property issues**

Soccer Field Damage - The commissioners discussed the increasingly severe field condition problems on portions of the soccer field at Great Hills. The sink holes that started along the edge of the field have extended further into the center of the field, causing serious holes and concerns for the safety of anyone running around on the field. Chuck Sherwood inspected the field and informed the commission that he cannot do the needed repairs. Commissioners Loneragan and Christopher will contact service professionals that they know to have the field inspected. The commission will need to get at least one estimate for the work and then go to the Town for emergency funding. It was noted that the field should not be accessible for use in its current condition so immediate attention will be required.

C. New bills/purchase orders/motions  
No new bills or purchase orders were received, or related motions were made for commission attention at this Meeting.

D. Any other introduced new business  
There was a brief discussion of various Town activities that will apparently be discussed at public hearings and meetings soon.

10. Correspondence

A. Mail/Email/other social media received  
There was no mail or other correspondence received for attention at this Meeting.

B. Town Officials Reports/Communications received  
No official reports or other communications were received for commission attention.

11. Adjournment

**Commissioner Christopher made the Motion seconded by Commissioner Kyle to adjourn the Meeting. The Motion was approved unanimously. The Meeting adjourned at 8:39:47 PM.**

Respectfully submitted,  
Barbara D Galloway  
Recording Clerk