

**Killingworth Park and Recreation Commission  
Regular Meeting, August 13, 2012**

The Killingworth Park and Recreation Commission held a Regular Meeting on Monday, August 13, 2012, at 8:00 p.m. at the Killingworth Town Office Building, 323 Route 81, Killingworth, Connecticut.

Present: Dan Colonia  
Rob Grasso  
Bill Burley  
Glenn Johnson  
Scot Thomas  
Absent: Sallyanne Bauer

1. Chairman Dan Colonia called the meeting to order at 8:08 p.m.

2. Minutes of: Regular Meeting held July 9, 2012

**\*A motion was made by Scot Thomas and seconded by Bill Burley to accept the minutes of the July 9, 2012 regular meeting as written. Rob Grasso abstained. Motion passed.**

3. Visitors present: Mary Keithan  
Dan Glynn, KYL

4. Communications, Bills and Applications

a. Communications from other town agencies are emailed to the commission as received.

b. The following bills were received:

bill from CL&P, 6/11-7/11/12, in the amount of	39.46
second bill from CL&P, 6/11-7/11/12, in the amount of	39.82
third bill from CL&P, 6/11-7/11/12, in the amount of	43.83
fourth bill from CL&P, 6/11-7/11/12, in the amount of	177.72
bill from Olsen Sanitation, for KRP, Rocco and Sheldon fields, in the amount of	417.00
bill from All-Ways Dumpsters, in the amount of	170.00
bill from Michelle Cumpstone, for opening the KRP gate in July, in the amount of	261.00
bill from Anthony Carri, for July, the in the amount of	279.00
bill from Anthony Carri, for June, the in the amount of	270.00
bill from recording secretary Dawn Mooney, for July, in the amount of	42.18

**\*A motion was made by Glenn Johnson and seconded by Scot Thomas to authorize payment of the above bills as presented. Motion passed unanimously.**

c. The following applications were received:

- Applications from KYL for the use of Sheldon and Bethke Fields, from 8/15/12 to 10/31/12, and Rocco Field, from 8/15/12 to 9/31/12, for Fall Ball.

Dan Glynn noted that the organization was trying to stop use of Rocco in September to allow the drainage repairs to be completed early fall to allow the grass to establish in time for the spring baseball season. Discussion of timing followed.

**\*A motion was made by Scot Thomas and seconded by Glenn Johnson to approve the above KYL application. Motion passed unanimously.**

- Application from HK Youth Football for the use of the open area at KRP, Monday – Friday from 8/6/12 to 10/31/12, for practices, noting possible placement of a sled in the area.

Discussion followed regarding the late submission of this application, giving only one week notice before requested start date. The group agreed that they did not want to punish the children for the organization's delay, but also noted that late requests cannot be honored in the future when other organizations have already reserved the fields.

**\*A motion was made by Glenn Johnson and seconded by Rob Grasso to approve the HK Youth Football application, as modified, to the open area at KRP, Monday – Thursday, and one large field on Fridays, with a letter cautioning future applications must be submitted on time . Motion passed unanimously.**

- Application from Eric Grant, varsity coach, for the use of one field at KRP by the HKHS Girls' soccer team, as follows:

- on 8/23/12 for an alumni game.
- on 9/8/12 from 8:00 to 3:00.
- after school Monday – Friday from 9/1/12 to 11/1/12, for soccer practices.

Discussion followed regarding HK Rec's opening jamboree on 9/8 which conflicts with the above application, as well as the issue of a high school varsity sport needing a facility and RD#17's obligation to provide it.

**\*A motion was made by Scot Thomas and seconded by Glenn Johnson to approve the HKHS Girls' soccer team application for the use of one field at KRP on 8/23/12 for an alumni game. Motion passed unanimously.**

**\*A motion was made by Scot Thomas and seconded by Bill Burley to approve the HKHS Girls' soccer team application for the use of one field at KRP on 9/8/12. No votes in favor, unanimously opposed. Motion did not pass.**

**\*A motion was made by Rob Grasso and seconded by Scot Thomas to approve the HKHS Girls' soccer team application for the use of one field at KRP after school Monday – Friday from 9/1/12 to 11/1/12, for soccer practices, on a conditional basis pending further clarification from RD#17 explaining why the team needs a field. Motion passed unanimously.**

## 5. Treasurer's Report

Treasurer Sallyanne Bauer was absent. Dan noted he will email Gina's financial report to the commission.

## 6. Old Business

## a. Parks and Field Maintenance

- Sheldon Field – Dan Glynn informed the commission that the bases at upper Sheldon had been pulled out, so he removed them and locked them in the shed. The group discussed the possibility that they were pulled up when the in-field was dragged, and Dan noted he would contact Shawn Langer.
- Rocco Field – The commission discussed the barrier fence, noting that Langer Landscaping provided a quote to spray the fence line to kill poison ivy then clear the area starting tomorrow. The lowest quote for fencing was \$2440.00 and work will begin as soon as possible. Dan Glynn suggested a gate be installed by the batting cage.
- Bethke Field – nothing new to discuss.
- KRP – Dan stated there are bare spots on all four fields, noting that field 3 is the worst, and added that he asked Eric Auer and Shawn Langer to work on them. He further noted that they may need to close the fields, possibly two at a time, for maintenance. Bill stated that HK Lax was promised a pallet of sod from Running Brook Farms and noted that it could be used to repair the fields. Rob suggested that the gates be closed earlier in the evening now that it gets dark earlier. Dan stated he would contact Shelly. The group then discussed the parking problem along the road and driveway at KRP. Dan explained that he observed parents parking along the driveway this past weekend and personally asked them to move their vehicles. He noted he will contact Walter Adametz to install more of the commission’s “No Parking” signs and will also instruct Shelly to open the second driveway gate to ease the neighbors’ concerns about the traffic and improve the flow.

b. Sheldon Re-Design – Dan presented the latest Sheldon designs to the commission and visitors, and discussed the possibility of beginning the project in stages (ie- upper then lower) so all fields would not be taken off-line at the same time. The 50x40 concrete area for skating was also discussed, and Mary Keithan suggested that Glenn contact Jeff Paprocki and possibly visit a facility in a nearby town. She also offered her assistance to the group and Dan suggested they talk again in in October. Handicapped access paths, a possible concession area and the well were also discussed.

Glenn distributed updated estimates for the project (a copy of which is attached to these minutes) noting he needed to change the skating area from asphalt to concrete which would increase the cost. Glenn informed the group that he has checked with Inland Wetlands and they will want a walk-through with Roger Nemergut, but not extra detail because it is an existing park. Glenn will submit the Sheldon and Rocco applications at the same time, and explained that he has no real concerns. He is presently working on the bid specs.

c. Smoking Regulations – Dan would like to discourage smoking at the town’s fields without a smoking ordinance and suggested the commission consider installing signs suggesting that people not smoke (see attached sample).

**\*A motion was made by Glenn Johnson and seconded by Scot Thomas to pursue the installation of signs at all parks to discourage smoking. Motion passed unanimously.**

d. Recycling Program – Dan stated that All-Ways Dumpsters has not yet begun servicing the new recycling bins, noting that there are now 2 receptacles and Sheldon, KRP and Rocco Fields. Dan Glynn added that KYL currently empties the receptacles at Rocco.

e. Recreation Survey – Rob discussed using open-ended questions in the survey to get residents honest answers without leading them in any direction. The group agreed that three or four simple questions would be sufficient and noted that the fall would be the best time to present it to the town.

7. New Business

8. Adjournment

**\*A motion was made by Glenn Johnson and seconded by Bill Burley to adjourn the meeting at 9:30 p.m. Motion passed unanimously.**

Respectfully submitted,

Dawn R. Mooney  
Recording Secretary

attachments

	A	B	C	D	E	F
1	Town of Killingworth CT					
2	Sheldon Park Re-Development					
3						
4	Sheldon Park -Design Development( 8/6/2012)					Project No. 2012-100
5	(Area Disturbed:5 AC+/-)					Date:8/6/2012
6	Design Development Plan- Opinion of Cost					DRAFT
7						
8	<b>Item</b>	<b>Qty</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Cost</b>	<b>Notes</b>
9						
10	<b>SITE PREPARATION</b>					
11	Construction Stakeout	1	LS	\$ 7,500.00	\$ 7,500.00	
12	Temporary Construction Sign	1	LS	\$ 750.00	\$ 750.00	
13	Erosion Controls					
14	-Construction Apron	2	LS	\$ 1,500.00	\$ 3,000.00	
15	-Silt Fence	1500	LF	\$ 5.00	\$ 7,500.00	
16	-Haybales	500	LF	\$ 4.00	\$ 2,000.00	
17	-Temp.Basin Outlet Structure	1	LS	\$ 1,500.00	\$ 1,500.00	
18	Spray Fields for Poison Ivy/Weeds	3	AC	\$ 300.00	\$ 900.00	
19	Mow Existing Fields	0	AC	\$ 150.00	\$ -	
20	Disc Existing Fields	5	AC	\$ 350.00	\$ 1,750.00	
21	Tree Clearing and Grubbing	1	Ac	\$ 3,600.00	\$ 3,600.00	
22	Stump Removal/Disposal/Chipping	1	Ac	\$ 1,900.00	\$ 1,900.00	Area of Tree Clearing
23	Fencing	2800	LF	\$ 17.00	\$ 47,600.00	
24	Strip & Stock Pile Topsoil (6"min.)	4000	CY	\$ 5.00	\$ 20,000.00	Area of Disturbance(5Ac)
25	Site Earthworks(cut/fill inplace)	2000	CY	\$ 8.00	\$ 16,000.00	
26	Placement of Topsoil (6")	20000	SY	\$ 3.50	\$ 70,000.00	Screened From Stockpile-2"
27	Fine Grading	10000	SY	\$ 2.50	\$ 25,000.00	5AC
28	Soil Conditioning (Lime/Fert.)	10000	SY	\$ 0.25	\$ 2,500.00	
29	Drill Seed Fields	10000	SY	\$ 1.30	\$ 13,000.00	
30	Backstops	3	EA	\$ 8,000.00	\$ 24,000.00	
31						
32	<b>Storm Drainage</b>					
33	-8" HDPE	200	LF	\$ 17.00	\$ 3,400.00	
34	-10" HDPE	475	LF	\$ 22.00	\$ 10,450.00	
35	- Nyoplast Area Drain	6	EA	\$ 1,200.00	\$ 7,200.00	under 5 feet
36	-RipRap Plunge Pool	1	LS	\$ 800.00	\$ 800.00	
38	-Drainage Outlet Structure	1	LS	\$ 3,000.00	\$ 3,000.00	
39	- Drainage Outlet Structure	1	LS	\$ 1,800.00	\$ 1,800.00	
40	-Modified RipRap Pad	1	LS	\$ 500.00	\$ 500.00	
41	-Modified RipRap Overflow Wier	1	LS	\$ 3,000.00	\$ 3,000.00	
42	3" Sch. 40 PVC Conduit	0	LF	\$ 5.00	\$ -	
43	4" Sch. 40 PVC Electrical Conduit	500	LF	\$ 8.00	\$ 4,000.00	CL&P Secondary Service
44	Hydroseeding/Mulch	20000	SY	\$ 1.50	\$ 30,000.00	5.0 Ac
45	Soil Conditioning(lime/Fert.)	25000	SY	\$ 0.25	\$ 6,250.00	
46	Rubble Field Stone Wall (3' HT)	0	LF	\$ 90.00	\$ -	
47	Site Preparation Subtotal				\$ 326,100.00	
48						
49						
50						
51	<b>TENNIS AND BASKETBALL COURTS</b>					
52						
53	Tennis Court Complete	5700	SF	\$ 9.50	\$ 54,150.00	
54	Basketball Court Complete	4800	SF	\$ 8.00	\$ 38,400.00	
55	Fencing	1	LS	\$ 15,000.00	\$ 15,000.00	
56	Basketball and Tennis Subtotal				\$ 107,550.00	
57						
58	<b>Parking &amp; Access Road Construction</b>					
59						
60	Entrance Gate (Double-Swing)	2	LS	\$ 5,000.00	\$ 10,000.00	(Galv. Steel-28 FT)
61	Free-Standing Entrance Sign	2	EA	\$ 3,000.00	\$ 6,000.00	
62	Bit. Drive Entrance	1	EA	\$ 1,500	\$ 1,500.00	
63	-3" Depth Asphalt Pavement(\$65+/T)	470	SY	\$ 20.00	\$ 9,400.00	
64	-8" DepthProcess Aggregate	2800	TONS	\$ 30.00	\$ 84,000.00	
65	-6" Depth Rolled Gravel Base	0	CY	\$ 22.50	\$ -	
66	-Stop Sign	2	EA	\$ 350.00	\$ 700.00	
67	-12" Stop Bar	24	LF	\$ 5.00	\$ 120.00	
68	-3" Depth Asphalt Pavement(\$85+/T)	292	SY	\$ 18.00	\$ 5,256.00	
69	-8" Depth Rolled-Gravel Base	75	CY	\$ 25.00	\$ 1,875.00	
70	-12" Paint Stripe (White)	250	LF	\$ 2.50	\$ 625.00	
71	-6" Std. Bollards	10	EA	\$ 250.00	\$ 2,500.00	
72	Bit. ADA Parking Area					
73	-3" Depth Asphalt Pavement(\$65+/T)	180	SY	\$ 18.00	\$ 3,240.00	

THE RE-DEVELOPMENT  
OF SHELDON PARK

	A	B	C	D	E	F
74	-6" Depth Process Aggregate	35	CY	\$ 30.00	\$ 1,050.00	
75	-6" Depth Rolled Gravel Base	35	CY	\$ 22.50	\$ 787.50	
76	-Conc. Wheel Stops	8	EA	\$ 150.00	\$ 1,200.00	
77	-Paint Striping (Parking)(300LF+/-)	1	LS	\$ 300.00	\$ 300.00	
78	-ADA Pavement Signage/Symbol	8	EA	\$ 250.00	\$ 2,000.00	
79	-Handicap Signage w/ Metal Post	8	EA	\$ 150.00	\$ 1,200.00	
80	5' ADA Accessible Route to Fields	1050	SY	\$ 25.00	\$ 26,250.00	3" thick asphalt over 6" PAG
81						
82	Rubble Field Stone Wall (3' HT)	0	LF	\$ 90.00	\$ -	
83	<b>Parking &amp; Access Road Construction Subtotal</b>				<b>\$ 158,003.50</b>	
84						
85	<b>Construction</b>					
86						
87	<b>Construction Subtotal</b>				<b>\$ 591,653.50</b>	
88						
89	* General Conditions (7%)				\$ 41,415.75	Bonds, Ins., Mob.
90	* Contingency (10%)				\$ 59,165.35	
91						
92	<b>Construction Subtotal</b>				<b>\$ 692,234.60</b>	
93						
94	Engineering - Construction Observation	1	LS	\$ 500.00	\$ 500.00	Volunteer (Estimated)
95	Permitting Fees (N/A)	1	LS	\$ -	\$ -	Local-Zoning & Wetlands
96	Material Inspections & Testing	1	LS	\$ 1,000.00	\$ 1,000.00	(Budget:1K)
97	As-Built Drawings	1	LS	\$ 5,000.00	\$ 5,000.00	
98						
99	<b>Total Estimated Project Cost</b>			<b>\$</b>	<b>698,734.60</b>	
100						
101	<b>Add Alternates</b>					
102	1st year Maintenance	0	LS	\$ 40,000	\$ -	
103	Security Lighting for Parking	0	EA	\$ 2,500.00	\$ -	
104	Irrigation Well(s) & Development	1	EA	\$ 10,000.00	\$ 10,000.00	1 well
105	Irrigation Water Supply Main (3")	1	LS	\$ 10,000.00	\$ 10,000.00	
106	Irrigation Pump House w/ Controls	1	LS	\$ 30,000.00	\$ 30,000.00	
107	Field Irrigation System	3	EA	\$ 20,000.00	\$ 60,000.00	
108						
109	Portable Bleachers on Conc. Pad	4	EA	\$ 7,000.00	\$ 28,000.00	
110	3' Dry Laid Stone Wall (Future)	0	LF	\$ 90	\$ -	
111	5' ADA Accessible Route to Fields	0	SY	\$ 11.89	\$ -	
112	Landscape (trees)	0	EA	\$ 275.00	\$ -	
113	Field Seeding Blankets(option)	0	SY	\$ 2.10	\$ -	
114	2" Sch. 40 PVC Conduit w/ boxes	0	LF	\$ 2.25	\$ -	
115	Portable Toilets(Rental)					
116	Directional/Informational Signage					
117	Field Signage					
118						
119	<b>TOTAL IRRIGATION SYSTEM</b>				<b>\$ 138,000.00</b>	
120	NOTE:					
121	1. Water supply based on capacity of one well to achieve demand needs of fields. Should additional wells be required,					
122	cost of well installation and development, as well as water supply main, will increase.					
123	2. Projected costs do not reflect permitting costs that may be required to achieve approvals, ie., traffic studies, off-site improvements,					
124	hydrogeologic study, in-depth archeological studies, septic field design, maintenance plans or BMP Plans.					
125	3. Applications and presentations to local regulatory commissions by the Parks and Recreation Committee.					
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**Town of Killingworth**  
**Budget - Killingworth Recreation Commission A**  
July 2011 through June 2012

	<u>Jul 12 - Jun 13</u>	<u>Jul 11 - Jun 12</u>	<u>12/13 Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>1500000 · Recreation</b>					
<b>1501000 · Killingworth recreation program</b>					
1501301 · Salary - gatekeeper	810.00	2,880.00	6,500.00	-5,690.00	44.31%
1501302 · Salary - clerk	119.51	425.32	1,400.00	-1,280.49	30.38%
1501305 · Gasoline	0.00	0.00	200.00	-200.00	0.0%
1501306 · Seed/fertilizer	0.00	0.00	2,700.00	-2,700.00	0.0%
1501307 · Equipment maintenance	0.00	1,906.20	500.00	-500.00	381.24%
1501308 · Earth materials	0.00	0.00	2,500.00	-2,500.00	0.0%
1501309 · Trash carting	170.00	845.00	2,800.00	-2,630.00	30.18%
1501310 · Miscellaneous	5.58	50.83	500.00	-494.42	10.17%
1501311 · Park & Rec CL&P	615.97	3,064.28	3,600.00	-2,984.03	85.12%
1501312 · Field maintenance	0.00	20,119.33	27,000.00	-27,000.00	74.52%
1501313 · Fishing derby	0.00	1,071.80	1,100.00	-1,100.00	97.44%
1501314 · Repairs	0.00	410.88	300.00	-300.00	136.96%
1501315 · Porto potty	417.00	1,454.50	4,500.00	-4,083.00	32.32%
1501316 · Other	0.00	0.00	200.00	-200.00	0.0%
1501317 · Small tools & equipment	0.00	0.00	300.00	-300.00	0.0%
1501318 · Wood chips	0.00	0.00	1,000.00	-1,000.00	0.0%
1501320 · Tree Work	0.00	300.00	500.00	-500.00	60.0%
1501321 · Signage	0.00	12.99	500.00	-500.00	2.6%
<b>Total 1501000 · Killingworth recreation program</b>	<u>2,138.06</u>	<u>32,541.13</u>	<u>56,100.00</u>	<u>-53,961.94</u>	<u>58.01%</u>
<b>Total 1500000 · Recreation</b>	<u>2,138.06</u>	<u>32,541.13</u>	<u>56,100.00</u>	<u>-53,961.94</u>	<u>58.01%</u>

	<u>Jul 12 - Jun 13</u>	<u>Jul 11 - Jun 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>3000000 · Capitals</b>					
<b>3001500 · 2007/2008 Capitals</b>					
3001508 · Surveying - Sheldon Field	0.00	3,165.00	4,800.00	-1,635.00	65.94%
<b>3001700 · 2009/2010 Capitals</b>					
3001706 · PR - Sheldon Engineering & Desi		4,486.25	50,000.00	-45,513.75	8.97%
3001707 · PR - Wettlish Multi-Purpose Fiel		14,721.90	16,141.00	-1,419.10	91.21%
<b>3001900 · 2011/2012 Capitals</b>					
3001904 · PR - Sheldon Park Field Renovat	0.00	0.00	100,000.00	-100,000.00	0.0%
<b>3002000 · 2012/2013 Capitals</b>					
3002002 · PR - Reale Field Resurface & Drainage	0.00	0.00	15,000.00	-15,000.00	0.0%
<b>Combined Capital</b>	0.00	22,373.15	185,941.00	-163,567.85	12.03%

08/15/12

**Town of Killingworth**  
**Dept - Recreation/Killingworth - Expenses**  
**As of June 30, 2013**

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>1500000 - Recreation</b>							
<b>1501000 - Killingworth recreation program</b>							
<b>1501301 - Salary - gatekeeper</b>							
Bill	8/15/2012	KRP	Cumpstone, Michelle	KRP - July	2000 · Ac...	261.00	261.00
Bill	8/15/2012	June 2012	Carri, Anthony	June 2012 - Sheldon	2000 · Ac...	270.00	531.00
Bill	8/15/2012	July 2012	Carri, Anthony	July 2012 Sheldon	2000 · Ac...	279.00	810.00
Total 1501301 · Salary - gatekeeper						810.00	810.00
<b>1501302 - Salary - clerk</b>							
Genera...	7/18/2012				1202200 ...	119.51	119.51
Total 1501302 · Salary - clerk						119.51	119.51
<b>1501309 - Trash carting</b>							
Bill	8/15/2012	July 2012	All-Ways Dumpsters, Inc	July 2012 - Sheldon, Bethke, ...	2000 · Ac...	170.00	170.00
Total 1501309 · Trash carting						170.00	170.00
<b>1501310 - Miscellaneous</b>							
Bill	8/10/2012	P&R	Killingworth True Value	2 keys of KRP for Public works	2000 · Ac...	5.58	5.58
Total 1501310 · Miscellaneous						5.58	5.58
<b>1501311 - Park &amp; Rec CL&amp;P</b>							
Bill	7/16/2012	Sheldon P...	Connecticut Light & Power ...	4.80	2000 · Ac...	43.83	43.83
Bill	7/16/2012	Pump & P...	Connecticut Light & Power ...	514.80	2000 · Ac...	177.72	221.55
Bill	7/16/2012	P&R	Connecticut Light & Power ...	7.5	2000 · Ac...	39.82	261.37
Bill	7/16/2012	P&R	Connecticut Light & Power ...	39.46	2000 · Ac...	39.46	300.83
Bill	8/15/2012	P&R	Connecticut Light & Power ...	10.	2000 · Ac...	39.70	340.53
Bill	8/15/2012	P&R	Connecticut Light & Power ...	9	2000 · Ac...	39.59	380.12
Bill	8/15/2012	Sheldon P...	Connecticut Light & Power ...	920.	2000 · Ac...	191.55	571.67
Bill	8/15/2012	Sheldon P...	Connecticut Light & Power ...	8	2000 · Ac...	44.30	615.97
Total 1501311 · Park & Rec CL&P						615.97	615.97
<b>1501315 - Porto potty</b>							
Bill	8/15/2012	July 2012	Olsen's Sanitation Co. LLC	Rocco	2000 · Ac...	73.00	73.00
Bill	8/15/2012	July 2012	Olsen's Sanitation Co. LLC	Sheldon	2000 · Ac...	73.00	146.00
Bill	8/15/2012	July 2012	Olsen's Sanitation Co. LLC	Parker Hill Rd (2 reg)	2000 · Ac...	146.00	292.00
Bill	8/15/2012	July 2012	Olsen's Sanitation Co. LLC	Parker Hill Rd (1 handicapped)	2000 · Ac...	125.00	417.00
Total 1501315 · Porto potty						417.00	417.00
Total 1501000 · Killingworth recreation program						2,138.06	2,138.06
Total 1500000 · Recreation						2,138.06	2,138.06
<b>TOTAL</b>						<b>2,138.06</b>	<b>2,138.06</b>