

TOWN OF BERLIN
Parks and Recreation Commission
230 Kensington Road • Berlin, CT 06037

Thursday, November 14, 2024
6:00 p.m.
238 Kensington Road, Berlin, CT 06037
MEETING

Join Zoom meeting

<https://berlinct-gov.zoom.us/j/84420397435?pwd=czvGL96mlqgfmpabaFehWzaxk9kuND.1>

Meeting ID: 844 2039 7435

Meeting Passcode: 013540

By Phone (tolls may apply): +1 929 205 6099 US (New York)

Meeting Agenda

1. Audience of Citizens
2. Approval of Minutes
 - a. October 10, 2024
3. Consent Agenda
 - a. Request approval and acceptance of changes made to Fee Schedule to go into effect in 2025.
 - b. Request acceptance of the 2025 and January 2026 meeting dates of the Parks and Recreation Commission as presented.
4. Feasibility Update
5. Parks & Grounds
 - a. Monthly Report
 - b. Little People's Playground
 - c. Percival Field
 - d. Willard Playground
 - e. Steele Center @ Farmington Avenue
 - f. Sage Park Property Transfer
6. Parks and Recreation
 - a. Monthly Report
7. Adjournment

TOWN OF BERLIN
Parks and Recreation Commission
230 Kensington Road • Berlin, CT 06037

Thursday, October 10, 2024
6:00 p.m.
238 Kensington Road, Berlin, CT 06037
MEETING

ATTENDANCE:

Park and Recreation Commissioners Present via Zoom: Donna Bovee- Chairwoman,
Don Dellaquila, Tony Butrimas (left at 6:10), Christine Vale da Serra (left at 6:40), Lucas VanZandt

Staff Present:

Jen Ochoa, Director of Community, Recreation and Park Services
Debbie Dennis, Superintendent of Recreation
Steve Wood, Superintendent of Parks & Grounds

Chairwoman Donna Bovee called the meeting to order at 6:00 p.m.

Meeting Agenda

1. Audience of Citizens
 - a. Faith Asal, Lumibility - KidSteps, it is based out of Westbrook, CT. They include 50 towns, including Berlin. The program consists of 7 teams of therapists. Her team provides non-profit services to Berlin, New Britain, and Newington. Would like to host sessions in the Community Center on Wednesdays and ask for no usage fee. They are servicing well over 100 families between the towns.
 - b. Mark Holmes, 146 Wildermere Road, Berlin, CT, wants to donate a sign in honor of Tyler Cop by the T Cop Foundation. Would like to place it at the Berlin High School Basketball Courts. The sign is valued at \$195.
2. Approval of Minutes
 - a. July 18, 2024
Commissioner Vale da Serra moved to accept July 18, 2024 meeting minutes.
Seconded by Chairwoman Bovee.
Those voting in favor: Chairwoman Bovee, Commissioner Vale da Serra
Those abstained: Commissioner Dellaquila, Commissioner VanZandt
Vote being: 2-0-2 (MOTION CARRIED)
 - b. August 15, 2024
Commissioner Dellaquila moved to accept August 15, 2024 meeting minutes with the addition of Commissioner Vale da Serra in attendance.
Seconded by Commissioner VanZandt.
Those voting in favor: Chairwoman Bovee, Commissioner Dellaquila, Commissioner Vale da Serra, Commissioner VanZandt
Vote being: 4-0 (MOTION CARRIED)
 - c. September 16, 2024
Commissioner Vale da Serra moved to accept September 16, 2024 meeting minutes.

Seconded by Chairwoman VanZandt.
Those voting in favor: Chairwoman Bovee, Commissioner Vale da Serra, Commissioner VanZandt
Those abstained: Commissioner Dellaquila
Vote being: 3-0-1 (MOTION CARRIED)

3. Consent Agenda

- a. Request by Faith Asal of Lumibility – KidSteps to have Berlin Community Center rental fees, the cost of \$30 per meeting waived for their meetings.

Commissioner Dellaquila moved to accept consent agenda item a.
Seconded by Commissioner VanZandt.
Those voting in favor: Chairwoman Bovee, Commissioner Dellaquila, Commissioner Vale da Serra, Commissioner VanZandt
Vote being: 4-0 (MOTION CARRIED)

- b. Request approval of donation of a 36” X 48” metal sign, valued at \$195 to be placed on the fence at the Berlin High School Basketball Courts in honor of Tyler Cop by the T Cop Foundation.

Commissioner Dellaquila moved to accept consent agenda item b.
Seconded by Commissioner Vale da Serra.
Those voting in favor: Chairwoman Bovee, Commissioner Dellaquila, Commissioner Vale da Serra, Commissioner VanZandt
Vote being: 4-0 (MOTION CARRIED)

Jen Ochoa discussed the previous dedication of the Berlin High School Basketball Courts to Tyler Cop. It was discussed by the Board of Education, they considered it up to the Park and Recreations decision because it is town property. Chairwoman Bovee discussed the guidance policy they created to give guidance for individuals who are seeking to make dedications.

4. Parks & Grounds

- a. Monthly Report, Steve Wood, Superintendent of Parks & Grounds, wants to thank the Pool staff for their countless hours working to get the pool up and running again after the incident with the glass in the pool. There were only two small pieces found in the entire pool and nothing was located broken around the pool to have caused it. Chairwoman Bovee wanted to give kudos to Park and Recreation staff for handling it well. They have borrowed Rocky Hill’s mower to mow our fields all summer long. The Little People’s playground fencing went in, it is slated to have a base built by October 21st, to be paved on October 28th. The equipment will be installed next Monday. Everything is looking good for November 15th.
- b. Percival Soccer Field Update, Steve Wood, Superintendent of Parks & Grounds, has been communicating with their contactors about the specific areas staying wet on the field. It has been improving and has borrowed the local golf courses equipment.
- c. Feasibility Study Update for Demore, Dinda, Bittner Jr. Memorial Pool Complex, Steve Wood, Superintendent of Parks & Grounds, they have a rough draft. The Council is asking them to attend their meeting with a presentation on the project.
- d. Hubbard School YMCA Location, Steve Wood, Superintendent of Parks & Grounds, discussed the YMCA being leased in Hubbard School. They need to have access to the playground, outside time. They have to relocate it due to where the Chiller’s are being needed for the building. They are hoping to fit it in the confines of the current playground they have. The school suggested going from a 6-base swing to a 4-base swing. The Grounds Department is not having a cost and won’t do the work on it. The swing set will be adjusted and create

more of a usage because it will increase mobility access as well. Commissioner Dellaquila wanted to thank Steve Wood for helping supply bleachers to the Berlin Fair.

5. Parks and Recreation

- a. Monthly Report, Debbie Dennis, Superintendent of Recreation, was approached about being reimbursed doing training at the American Red Cross. She recommends if the Commission wants her to reimburse for the training there needs to be a budget set. The cost is \$325 per person. Commissioner Dellaquila suggested budgeting to cover for 5 people. This would potentially lower barriers to hiring summer lifeguards. They encouraged adding it as \$1500 as a line item. The Commissioners offered to attend Town Council Meeting in support of the line item.
- b. Summer Wrap Up, Jen Ochoa, Director of Community, Recreation and Park Services, noted the fee schedule line item there will be a correction made. They have these documents in advance for the next meeting to review. Debbie Dennis, Superintendent of Recreation, wanted to note the refund policy. She would like the maximum amount of refund to increase from \$50 to \$100. There were multiple cancellations with camp over the summer that encouraged the change. This is just a departmental policy adjustment.

6. Adjournment

Commissioner Dellaquila moved adjourn

Seconded by Commissioner VanZandt.

Those voting in favor: Chairwoman Bovee, Commissioner Dellaquila, Commissioner VanZandt

Vote being: 3-0 (MOTION CARRIED)

Submitted by,
Tiffany Trowbridge-Bernard

RECEIVED FOR RECORD
BERLIN TOWN CLERK



10/21/2024, 1:31:36 PM

2025 TOWN OF BERLIN FEE SCHEDULE - EFFECTIVE UPON ADOPTION BY THE TOWN COUNCIL
 NOTE: STATE STATUTE & REGIONAL HEALTH FEES MAY CHANGE AT ANY TIME

Contact

YOY Change

Changes highlighted

| | | | | | | |
|---|---|----------------|----------------|--|-----------------|--|
| 249 | Parks & Recreation | | | | | |
| 250 | Halloween Event, per child | 5.00 | | | | |
| 251 | | | | | | |
| 252 | Youth Athletic Leagues and Teams | | | | | |
| 253 | Basketball – Winter 3 rd -8 th Grade Basketball, Boys & Girls | 95.00 | 95.00 | | 100.00 | |
| 254 | Including \$10 Late Fee after deadline if spots are available in 3 rd -8 th grade winter basketball. | 105.00 | 105.00 | | 110.00 | |
| 255 | Including additional \$10 fee for any registrations accepted after evaluations if space is available. | 110.00 | 110.00 | | 120.00 | |
| 256 | Adult Recreational Sport Activities | | | | | |
| 257 | Winter – Resident Men's 31 yrs. Plus Basketball - season | 85.00 | 85.00 | | 90.00 | |
| 258 | Winter – Non-Resident Men's 31 yrs. Plus Basketball - season | 105.00 | 105.00 | | 110.00 | |
| 259 | Winter – Resident Women's 30 plus Recreation Volleyball - season | 60.00 | 60.00 | | 65.00 | |
| 260 | Winter – Non-Resident Women's 30 plus Recreation Volleyball - season | 80.00 | 80.00 | | 85.00 | |
| 261 | | | | | | |
| Recreation Programs Special Revenue Fund | | | | | | |
| *Special Revenue Programs will be available to residents and non-residents with residents having priority for registration. Non-residents will be charged a higher registration fee than residents. An administrative fee and 3% of gross program revenue is applied and transferred to the general fund from the Special Revenue account for all programs, 5% of gross program revenue is applied and retained in the Special Revenue Account for all programs. The fees are set separately and vary by program. | | | | | | |
| 262 | Summer Program | 95.00 per week | 95.00 per week | | 100.00 per week | |
| | Summer Program - any 4 day week | 80.00 per week | 80.00 per week | | 85.00 per week | |
| 263 | Summer Program - any 3 day week | 65.00 per week | 65.00 per week | | 70.00 per week | |
| 264 | Junior Counselors Fee for Summer Program | | | | | |
| 265 | | | | | | |
| 266 | Room Rentals- Berlin Community Center (Whole day rental is charged after 4 hours) | | | | | |
| 267 | Multi-Purp. Rooms- Whole Day- In Town Profit or Non-Profit | 80.00 | 80.00 | | 80.00 | |
| 268 | Multi-Purp. Rooms, Half Day, up to 4 hours In Town, Profit or Non-Profit | 50.00 | 50.00 | | 50.00 | |
| 269 | Multi-Purp. Rooms, Whole Day, Out of Town Profit or Non-Profit | 100.00 | 100.00 | | 100.00 | |
| 270 | Multi-Purp. Rooms, Half Day, up to 4 hours Out of Town Profit or Non-Profit | 60.00 | 60.00 | | 60.00 | |
| 271 | Meeting Room In Town Whole Day Profit or Non-Profit | 30.00 | 30.00 | | 30.00 | |
| 272 | Meeting Room In Town Half Day up to 4 hours, Profit or Non-Profit | 25.00 | 25.00 | | 25.00 | |
| 273 | Meeting Room Out of Town, Whole Day, Profit & Non-Profit | 40.00 | 40.00 | | 40.00 | |
| 274 | Meeting Room Out of Town, Half day up to 4 hours, Profit & Non-Profit | 30.00 | 30.00 | | 30.00 | |
| 275 | Berlin Community Center | | | | | |
| 276 | Birthday Parties will be charged existing room rental rate and a refundable deposit of \$50. Local Youth Sports Teams – End of the Year Parties will be charged existing room Rental and a refundable deposit of \$50. | | | | | |
| 277 | | | | | | |
| 278 | | | | | | |
| 279 | | | | | | |

Supervision/custodial costs will be added for all after hours use.

All Berlin Non-Profit Organizations will be charged unless an exemption waiver is filled out and approved by the Town Manager acting on behalf of the Town Council.

2025 TOWN OF BERLIN FEE SCHEDULE - EFFECTIVE UPON ADOPTION BY THE TOWN COUNCIL

NOTE: STATE STATUTE & REGIONAL HEALTH FEES MAY CHANGE AT ANY TIME

Contact

YOY Change

Changes highlighted

| | | | | |
|-----|--|----------|----------|--|
| 331 | BHS & McGee Basketball and Tennis Courts - Local | 25.00 | 25.00 | |
| 332 | BHS & McGee Basketball & Tennis Courts Non-Local | 35.00 | 35.00 | |
| 333 | BHS & McGee Basketball and Tennis Courts Light charges when used by groups making a profit from the usage of these facilities (Cost per court) | | | |
| 334 | Lights Per Hour, Local | 60.00 | 60.00 | |
| 335 | Lights Per Hour, Non-local/For Profit | 75.00 | 75.00 | |
| 336 | | | | |
| 337 | PISTOL CREEK | | | |
| 338 | Room Rentals/Grounds (Note: Whole Day Rental is charged after 4 hours). | | | |
| 339 | Multi-purpose Rooms/Grounds - Whole Day, In-Town, Profit or Non-Profit | 100.00 | 100.00 | |
| 340 | Multi-purpose Rooms/Grounds - Half Day, In-Town, Profit or Non-Profit | 75.00 | 75.00 | |
| 341 | Multi-purpose Rooms/Grounds - Whole Day, Out-of-Town, Profit or Non-Profit | 200.00 | 200.00 | |
| 342 | Multi-purpose Rooms/Grounds - Half Day, Out-of-Town, Profit or Non-Profit | 150.00 | 150.00 | |
| 343 | Outside Deck - Hourly Rate | 30.00/hr | 30.00/hr | |
| 344 | Damage Deposit Required of All Groups | 90.00 | 90.00 | |
| 345 | Local Youth Sports Teams End of Year Parties will be charged existing room rental rates and a refundable deposit of \$90.00 | | | |
| 346 | Field/Facility use key deposit | 50.00 | 50.00 | |
| 347 | All Supervision and Custodial costs will be paid out-of-pocket. | | | |
| 348 | Fee Waiver exemptions must be completed in advance and approved by the Town Manager acting on behalf of the Town Council. | | | |
| 349 | | | | |

2025 TOWN OF BERLIN FEE SCHEDULE - EFFECTIVE UPON ADOPTION BY THE TOWN COUNCIL

NOTE: STATE STATUTE & REGIONAL HEALTH FEES MAY CHANGE AT ANY TIME

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YOY Change

Changes highlighted

Townwide Refund Policy: Except where departments institute more restrictive policies, there will be a townwide refund processing fee of 10% of the original fee paid. The minimum processing fee will be \$5.00 and the maximum fee will be \$50.00. This fee will not apply if related to a Program that has been canceled by the Town, in a situation in which the fee was charged in error by the Town or in the case of tax refunds.

No refunds will be provided in instances where the Town has purchased goods or services and those goods or services cannot be refunded. Individual departments of the Town may institute more restrictive refund policies provided those policies are communicated to users at the time of purchase.

Refunds provided in accordance with the townwide policy listed above, and with all necessary approvals of any commission with responsibility over impacted department, shall not require approval of the Town Council or Board of Finance.

Per Sec. 3-31(b) of the Town Charter, "an owner reclaiming an impounded animal shall pay a fee, as determined by the town council and listed in the town fee schedule, for impoundment, plus any advertising costs, plus board for each day the animal is impounded, plus veterinary costs incurred by the town." The Berlin Animal Control Officer shall have the authority to waive the fees listed in Sec. 3-31(b) of the Town Charter with the approval of the Town Manager.

ADOPTED BY THE BERLIN TOWN COUNCIL February X, 2025

FIELD FEES COMPARISON

| TOWN | GRASS FIELD | | TURF FIELD | | LIGHTS |
|--|-----------------------|------------------------|------------------------|------------------------|--|
| | LOCAL | NON-LOCAL | LOCAL | NON-LOCAL | |
| Cromwell | \$25/hour | \$50/hour | NO TURF FIELD | NO TURF FIELD | |
| Local Fee is determined if 67% residents | | | | | |
| Newington | \$90/game or practice | \$180/game or practice | \$365/game or practice | \$730/game or practice | |
| Local Fee is determined if 90% residents | | | | | |
| Rocky Hill | \$25/hour | \$100/hour | \$50/hour | \$100/hour | |
| Local Fee is determined if 67% residents | | | | | |
| New Britain | \$25/hour | \$50/hour | \$75/hour | \$150/hour | |
| Local Fee is determined if 75% residents | | | | | |
| Wethersfield | \$25/use | \$150/use | \$100/hour | \$200/hour | |
| Local fee is determined by 67% residents | | | | | |
| BERLIN | \$25/hour | \$75/hour | \$40/hour | \$80/hour | \$50/hour local \$65/hour non-local |
| Local Fee is determined if 75% residents | | | | | |



TOWN OF BERLIN, CONNECTICUT PARKS & RECREATION COMMISSION

TO: Town Clerk
FROM: Berlin Park and Recreation Commission
DATE: November 17, 2024
SUBJECT: Berlin Parks and Recreation Commission meeting dates for 2025

The Berlin Parks and Receptions Commission will be meeting the second Thursday of each month at 6:00pm at the Board of Education, unless otherwise noted. Following are the specific dates for meetings:

| | |
|-----------|------------|
| 1/09/2025 | 9/18/2025* |
| 2/13/2025 | 10/09/2025 |
| 3/13/2025 | 11/13/2025 |
| 4/10/2025 | 12/11/2025 |
| 5/08/2025 | 1/08/2026 |
| 6/12/2025 | |
| 7/10/2025 | |

*The September meeting will be the third Thursday.

The 2025 meeting schedule was approved at the 11/14/2024 Parks & Recreation Commission meeting.

Jennifer Ochoa
Director of Community, Recreation and Park Services



Town of Berlin

Parks and Grounds

15 Town Farm Lane - Berlin CT

Office 860-828-7025

Fax 860-828-7124

E-mail swood@berlinct.gov

Steven T. Wood
Superintendent Parks and Grounds

Parks and Grounds October report

News:

- Assisted and helped out with brushfire
- Installed concrete pads and benches
- Cleaned up and blocked off the parking area at Spruce Brook Road
- Removed lips and sodded Dennehy Field
- Cutout and edge all baseball and softball fields
- Rocky Hill borrowed four light towers for an event

Daily

- Leaves
- Mow all Town properties
- Groom and line fields
- Water and deadhead flowers

Weekly

- Paint athletic lines
- Garbage & litter
- Wash and clean trucks
- Inspected and serviced irrigation
- Service mowers and equipment

Miscellaneous

- Cut down trees Steel Boulevard
- Fall cleanup of small parks
- Start bringing in garbage barrels
- OSHA Training







Subject: Berlin Steel Boulevard Park, March 12, 2024 Meeting Notes
Sent: 3/20/2024, 10:49:12 AM
From: Kevin R. Grindle<kgrindle@bartonandloguidice.com>
To: James Mahoney; Brandon Handfield; Chris Edge
Attachments: [20240312_STEELE CENTER PARK_Redline Site Walk Comments.pdf](#)

All,

Please see the following notes (and plan redline) from the Tuesday March 12th site visit, please add any items that you feel that I missed:

Attendees:

- Kevin Grindle
- Brandon Handfield
- Chris Edge
- Mike Ahern
- Toby (I believe from Parks and Rec.?)
- Maureen Giusti
- Alexa Gorlick

Construction Status

- Work on the improvements at #55 Steele have not begun
- Material stockpiles on the park site have not been removed
- The current park project's schedule will stay unchanged
 - Bid fall 2024
 - Award fall/winter 24/25
 - Notice to Proceed Spring 2025

Plan/Design Revisions – Per attached site plan redlines

- HC ramp from #10 Steele will be reconfigured due to existing elec. transformer location conflicting with HC ramp design location
- Park's elec. service will extend underground from the transformer at #10 Steele
- Relocate historic markerboard/kiosk from northern end of the park to southern end. Verify with Jim that this is acceptable
- Northern limit of decorative pavers will be adjusted south by one parking space to allow for room to extend a HC accessible sidewalk from the park to the hammerhead adjacent to #55 Steele.
- An existing light pole at north end of the park is not shown on the survey, this will be added to the plan
- The town will undertake tree clearing on the north end of the park adjacent to the railroad, a majority of these trees are deceased or dying and need to be removed for safety reasons
- Extend the vinyl fence along the eastern side of the site down to the existing vinyl fence adjacent to the existing parking lot, a 4' gap between this proposed fence and the existing fence for access, will be discussed by the team
- An articulated block retaining wall will be added to the project along the eastern property line.
 - This wall will be no more than 3.5' high and will allow the park grading to be revised to allow for more usable area within the park.
 - The vinyl fence in this area will be installed on top of the wall
- Draft plans and updated cost estimates will be sent around to the team for review.
- Consider increasing the building size by four feet to provide an enclosed space for storage of park supplies/materials
- Eliminate the building setback requirement from the railroad property and adjust the building location to be closer to the RR property. This will provide additional park/patio space in front of the building.

UTILITY STATEMENT

UNDERGROUND UTILITY STRUCTURE AND PLACEMENT LOCATIONS SHOWN ON THIS PLAN ARE BASED ON RECORD DRAWINGS, FIELD SURVEY, AND OTHER AVAILABLE INFORMATION. THE CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL UTILITIES REMAINING ON THE SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REMOVAL OF ALL UTILITIES NOT TO REMAIN ON THE SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES REMAINING ON THE SITE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UTILITIES REMAINING ON THE SITE.

GENERAL GRADING NOTES

1. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE LATEST EDITIONS OF TRANSPORTATION BUREAU OF PUBLIC ROADS (BPR) SPECIFICATIONS, STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC HIGHWAYS AND BRIDGES, AND THE LATEST EDITIONS OF THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF WATERWAYS AND HARBOUR WORKS, AS APPLICABLE.
2. THE CONTRACTOR SHALL MAINTAIN THE EXISTING GRADE THROUGHOUT THE PROJECT UNLESS OTHERWISE INDICATED BY THE PLAN OR SPECIFICATIONS.
3. ANY CHANGES TO THE EXISTING GRADE SHALL BE APPROVED BY THE ENGINEER PRIOR TO CONSTRUCTION.
4. THE CONTRACTOR SHALL MAINTAIN THE EXISTING GRADE THROUGHOUT THE PROJECT UNLESS OTHERWISE INDICATED BY THE PLAN OR SPECIFICATIONS.
5. THE CONTRACTOR SHALL MAINTAIN THE EXISTING GRADE THROUGHOUT THE PROJECT UNLESS OTHERWISE INDICATED BY THE PLAN OR SPECIFICATIONS.
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10. THE CONTRACTOR SHALL MAINTAIN THE EXISTING GRADE THROUGHOUT THE PROJECT UNLESS OTHERWISE INDICATED BY THE PLAN OR SPECIFICATIONS.

DRAINAGE

1. DRAINAGE SHALL BE PROVIDED FOR ALL AREAS OF THE PROJECT WHERE THERE IS A RISK OF WATER ACCUMULATION.
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GENERAL UTILITY NOTES

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SANITARY

1. NO SANITARY UTILITIES ARE SHOWN ON THE PLAN.

WATER

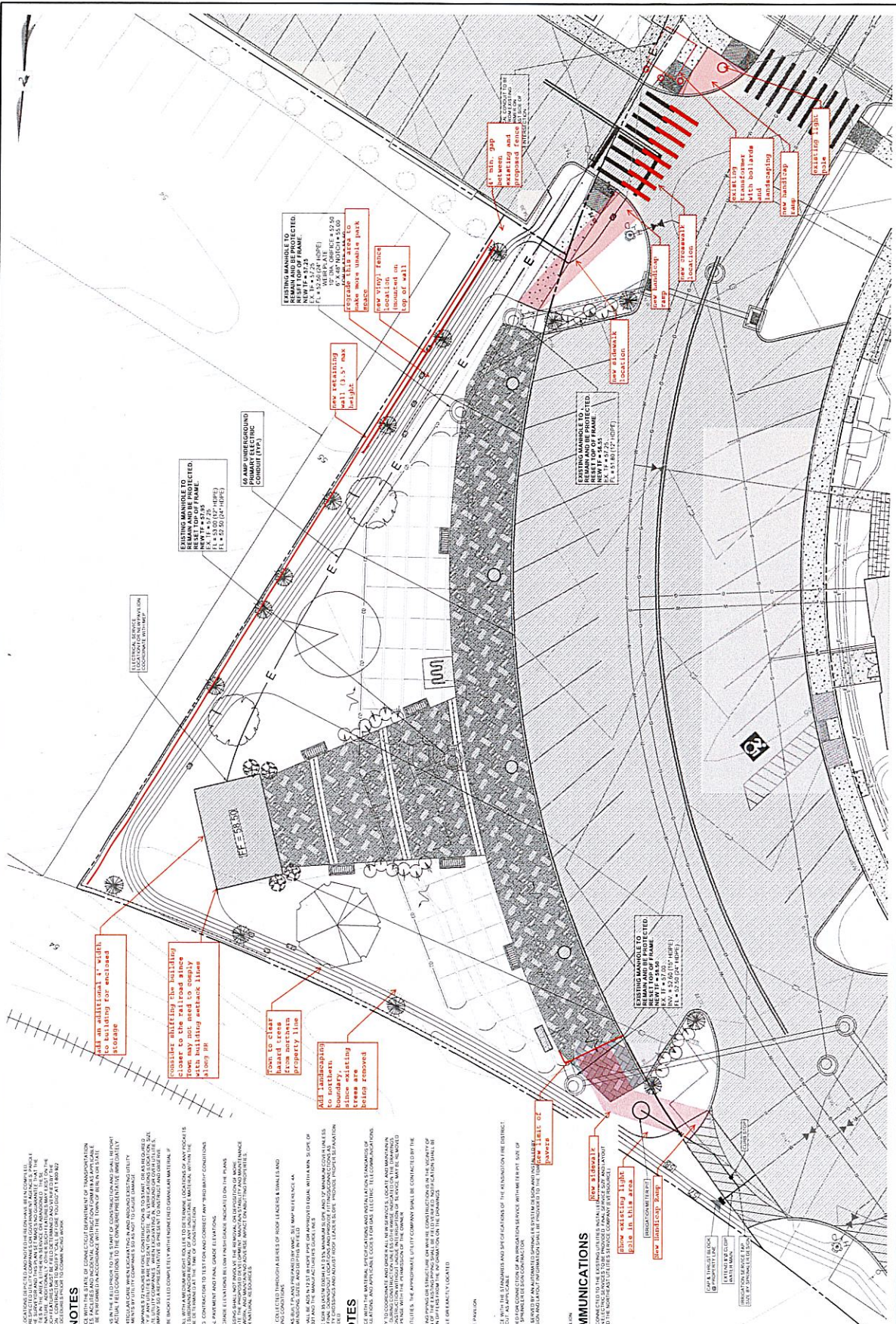
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GAS

1. NO GAS UTILITIES ARE SHOWN ON THE PLAN.

ELECTRIC & TELECOMMUNICATIONS

1. ALL ELECTRICAL AND TELECOMMUNICATIONS UTILITIES SHALL BE SHOWN ON THE PLAN.
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| <p>STEELE CENTER @ FARMINGTON AVE. TOD PREPARED FOR TOWN OF BERLIN</p> <p>GRADING, DRAINAGE & UTILITY PLAN</p> <p>STEELE ROAD/BLVD BERLIN, VA, CT</p> | <p>SHEET 3 OF 8</p> <p>DATE 8/12/22</p> <p>REVISED</p> |
| | <p>Barton & Loggins</p> <p>4400 North Point Suite 200 Fairfax, VA 22031 Phone: (703) 441-1111 Fax: (703) 441-1112</p> |

UTILITY STATEMENT

ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE RULES OF CONDUCT DEPARTMENT OF TRANSPORTATION AND THE RULES OF CONDUCT DEPARTMENT OF PUBLIC UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE STATE OF CONNECTICUT AND THE CITY OF BRIDGEPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE STATE OF CONNECTICUT AND THE CITY OF BRIDGEPORT. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE STATE OF CONNECTICUT AND THE CITY OF BRIDGEPORT.

GENERAL GRADING NOTES

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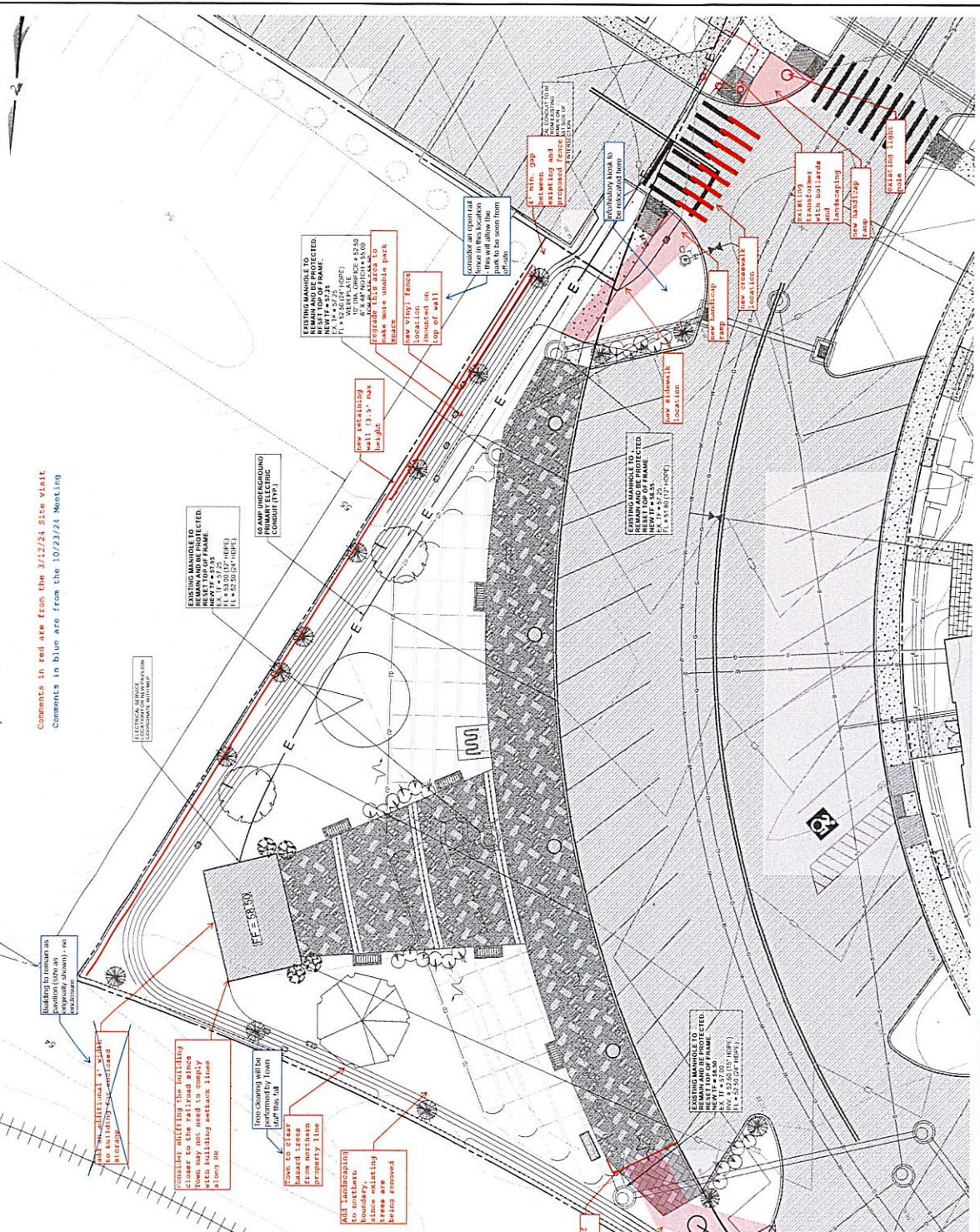
GAS

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ELECTRIC & TELECOMMUNICATIONS

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Comments in red are from the 3/12/24 site visit
Comments in blue are from the 10/23/24 Meeting



| <p>SCALE: 1" = 10'</p> <p>PROJECT NUMBER: 90665-002</p> | <p>CONTACT INFORMATION VANICE ENGINEERING, LLC 1000 Main Street Bridgeport, CT 06605 Phone: (203) 367-1234 Fax: (203) 367-1235 www.vaniceengineering.com</p> | <p>Barton & Loggins 440 Main Street Bridgeport, CT 06605 Phone: (203) 367-1234 www.bartonandloggins.com</p> | <p>REVISION SUMMARY</p> <table border="1"> <tr> <th>NO.</th> <th>DATE</th> <th>DESCRIPTION</th> </tr> <tr> <td>1</td> <td>10/23/24</td> <td>INITIAL DESIGN</td> </tr> <tr> <td>2</td> <td>11/15/24</td> <td>REVISED PER MEETING</td> </tr> <tr> <td>3</td> <td>03/12/24</td> <td>REVISED PER SITE VISIT</td> </tr> <tr> <td>8</td> <td>03/12/24</td> <td>REVISED PER SITE VISIT</td> </tr> </table> | NO. | DATE | DESCRIPTION | 1 | 10/23/24 | INITIAL DESIGN | 2 | 11/15/24 | REVISED PER MEETING | 3 | 03/12/24 | REVISED PER SITE VISIT | 8 | 03/12/24 | REVISED PER SITE VISIT |
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STEELE CENTER @ FARMINGTON AVE. TOD
COMMUNITY PARK
PREPARED FOR
CITY OF BRIDGEPORT
GRADING, DRAINAGE & UTILITY PLAN
STEELE BOLLARDWAY
BRIDGEPORT, CT







Town of Berlin
Parks and Recreation Department
230 Kensington Road • Berlin, CT 06037
Office (860) 828-7056 • Fax (860) 828-1627
E-mail ddennis@berlinct.gov

Debra S. Dennis, CPRP
Superintendent of Recreation

Parks and Recreation monthly report for November

1. Winter basketball evaluations and the draft will be Saturday, November 16. Numbers are ok for boys and girls, estimated number of teams for each group – Boys 3&4 5 teams, Boys 5&6 6 teams, Boys 7&8 2 teams, Girls 3&4 4 teams, Girls 5&6 2 teams. There are 182 currently registered and we will continue to register for divisions that have openings. Most staff are returning but I will hopefully be hiring several referees. We have advertised for positions and interviews will be held in November but haven't gotten many applications so far.
2. The Scarecrow contest was held, with scarecrows on display as you drive into the Arthur B Powers Municipal complex. We had 13 scarecrows entered. Voting took place at Town Hall, the Peck Memorial Library, the Community Center and the Senior Center. Over 700 votes were counted. Berlin's Best Scarecrow was announced on Halloween.

Our Trunk or Treat event was held on Saturday, October 26 at the Community Center. We had 59 kids registered and 17 trunks decorated. It was a great night and people were very happy and appreciative.

3. Working on the Tinsel Fun Run. Race will be held at Berlin High School on Saturday, December 7. So far we have 30 signed up.
4. Hoping to have registration starting mid to late November/early December for our winter programs. Information will be available on the Town website, Facebook page and Board of Education website.

New programs - We are offering a couple full day programs during winter break and a K-2 instructional basketball program for 8 weeks starting in January.

5. We will have Visit w/Santa again this year at the Berlin Community Center on December 2 and 3 from 6-7:30 p.m. Each will get a treat, lollipop and gift. Berlin youth in preschool through 2nd grade are welcome to meet with Santa. We will also collect donations for the Food Pantry.

We will also hold our Holiday House decorating contest again in December. Judging will be the week of December 16 with winners announced on December 23.

Debbie