

BERLIN PARKS AND RECREATION DEPARTMENT



2019-2020 WINTER BROCHURE

**FOR MORE INFORMATION CALL
860-828-7009**

REGISTRATION INFORMATION

1. Some programs are open to Berlin residents only, please check each program. Special events are for Berlin residents only, unless noted otherwise. **Non-residents may register for the following programs beginning December 2, dance classes, Fit Toddlers, Painting with Peggy, 2nd grade basketball, All Levels Yoga, Tai Chi, Men's 31+ Basketball and Women's 30+ Volleyball and Dog Obedience.**
2. **Registration, for residents, will be accepted in person, on-line (WebTrac) or by mail beginning Monday, November 25.** Registration is not required for Santa's Parlor. See under Tinsel Run for registration information.

Registration in person will be accepted at the Berlin Parks and Recreation Department office, 230 Kensington Road, Monday through Wednesday 8:30-4:30 p.m., Thursday's 8:30-7 p.m. and Friday's 8:30-1 p.m. The Parks and Recreation Department will be closed on Thursday, November 28, Friday, November 29, Tuesday, December 24, Wednesday, December 25 and Wednesday, January 1.

If registering by mail, include a registration form, a check made out to the Town of Berlin and a self-addressed, stamped envelope and mail to Berlin Parks and Recreation Department, 230 Kensington Rd., Berlin, CT 06037 or include your email and the receipt will be emailed to you. Please do not forget to put the **Program #** on the registration form. Your receipt will be mailed back to you if accepted or your check will be returned if the program is filled.

WebTrac – You can register on-line through our WebTrac program. If you forgot your username or password, go into WebTrac and click on "Forgot your password" and the information will be sent to you. Browse our programs and register, for most programs, from the comfort of your home. Registration on-line begins at 8 a.m. on November 25 for residents and 8 a.m. on December 2 for non-residents. You can find the link to WebTrac by going onto the Town website, www.town.berlin.ct.us click on Departments and find Parks and Recreation. Click on Register On-Line to get to WebTrac. Some restrictions may apply and not all programs are available on line.

VISA and Master Card will be accepted *in person and on-line*. Debit Cards will not be accepted.

We have a mailbox available, by the office door, for you to drop off registrations, after business hours but when the Community Center is open. These registrations will be processed the next business day, in random order, at our earliest convenience. **Checks only please.**

Decisions on whether classes will be held, due to enrollment numbers, will be made approximately one week before the program is to start. To avoid canceling programs, please register early.

3. **Cancellations** - Weekdays and weekends call the information line at 860-828-7100 or watch or check the website for Channel 3 or Channel 30. If Berlin Public Schools are cancelled and/or closed, all activities at the schools and programs offered by the Department at the Berlin Community Center and Pistol Creek are cancelled. If schools have a delay, all morning classes run by the Department at the Community Center are cancelled. If schools have an early dismissal, all afternoon and evening classes run by the Department at the schools, the Community Center and Pistol Creek are cancelled. Cancellation policies will be handed out in class.

Look for us on the internet at www.town.berlin.ct.us or like us on Facebook www.facebook.com/TownBerlinCT

Oops! Despite our best efforts, errors sometimes make it into print. We apologize for any inconvenience these errors may cause.



Cancellation and Refund Policy

1. Refund will be automatic if a program is cancelled or registrants on waiting list are not included in program. Fees paid by credit card will be refunded by credit card.
2. Refunds will not be issued on requests made less than 3 business days before a program begins. All refund requests for any reasons other than cancellation by the Town or failure to include a registrant on a waiting list must be in writing and received by the Town at least three business days before the program begins.
- 3 **All requests for refunds will be charged a processing fee of 10% of the amount, minimum of \$5/maximum of \$50. Fees will not be charged if Parks and Recreation cancels the program.**
4. Refunds will not be given on finalized trips, program tickets or season passes.
5. No refunds will be given after a program has started.
6. When program fees are paid by credit card and a refund is approved, that refund will be on that credit card.
7. Exceptions to this refund policy will be made in the sole discretion of the Superintendent of Recreation and must be based upon hardship or other good cause demonstrated by the registrant. **Processing fee will be charged.**
8. Policy does not apply to Timberlin Golf Course.
9. All refunds by check will take up to four weeks to process from the time of request. Refunds will be mailed to you.

BERLIN PARKS AND RECREATION DEPARTMENT

230 Kensington Road Berlin, CT 06037

Jen Ochoa	Director – Community, Recreation and Park Services	860-828-7010
Debbie Dennis	Superintendent of Recreation	860-828-7056
Terri Noyes	Administrative Secretary	860-828-7009

PRE-SHOOL AND YOUTH PROGRAMS – Age/grade is based on the first day of the program, unless noted otherwise. All classes are held at the Berlin Community Center

Fit Toddlers – Children ages 2-3. Each of the classes will be a fun adventure for your toddler. Games, obstacle courses, music, movement, and much more create a playful environment for your child. Parents participate with the children, and must sign their name to the release agreement on their child's registration form. Classes meet on Tuesday's from 10:15-10:45 a.m. starting January 14 (no class February 18) for 6 classes. Elizabeth Cook-Asal is the instructor. Fee is \$35 for residents, \$45 for non-residents. **Program #414401A**

Exploring Dance – Children ages 3-5 will experience the enjoyment of ballet, tap and jazz through creative movement during this 30-minute class held on Saturday's from 9-9:30 a.m. Elizabeth Cook-Asal is the instructor. Classes will be held on Saturday's starting January 11 (no class January 18 or February 15) for 6 classes. Fee is \$35 for residents and \$45 for non-residents. **Program #410201B**

Dance Elements – Children ages 5-8. This class will focus on Ballet and Tap technique, along with fundamentals of Jazz and Modern Dance. Students will begin working on dance steps, concepts and choreography. Ballet and Tap shoes are preferred but not required. Class will be held on Saturday's from 9:35-10:20 a.m. Elizabeth Cook-Asal is the instructor. Classes meet starting January 11 (no class January 18 or February 15) for 6 classes. Fee is \$50 for residents and \$60 for non-residents. **Program #420201B**

Painting with Peggy – Children will paint a masterpiece on a canvas with instruction led by Peggy Loehr, art teacher and painter. Just drop off your child and pick them up at the designated time, class is from 10-11 a.m. each date for the Saturday classes. The Wednesday class is during April vacation and is from 9-11 a.m. Please bring a smock to class as the paints that are used do not readily come out of clothing. Program is for K- 5th grade. Fee for residents is \$15 and \$25 for non-residents, per Saturday class and \$40 for residents and \$50 for non-residents for the April 15 class.

Saturday, January 4 **Program #420401A**
Saturday, January 11 **Program #420401B**
Saturday, February 1 **Program #420401C**
Saturday, April 4 **Program #420401D**
Wednesday, April 15 **Program #420401E**

2nd Grade Basketball

Basketball Girls 2nd Grade - Will be held beginning Saturday, January 4 at Griswold School cafeteria from 1-2 p.m. This is an **instructional** program, there will be **limited** time set aside each week for games. Program will run for 8 weeks. Bill Mayer is the instructor. Fee is \$75 for residents, \$85 for non-residents. Class space is limited. Indicate t-shirt size on registration form. Register by December 26 to be guaranteed a shirt. **Program #420903A**



Basketball Boys 2nd Grade - Will be held beginning Saturday, January 4 at Griswold School cafeteria from 12-1 p.m. or 2-3 p.m. This is an **instructional** program, there will be **limited** time set aside each week for games. Program will run for 8 weeks. Bill Mayer is the instructor. Fee is \$75 for residents, \$85 for non-residents. Class space is limited. Indicate t-shirt size on registration form. Register by December 26 to be guaranteed a shirt. **Program #420903B for 12 p.m. class, #420903C for 2 p.m. class**

ADULT PROGRAMS

Men's 31+ Basketball – WE ARE CURRENTLY LOOKING FOR A GYM SUPERVISOR FOR THIS PROGRAM. INTERESTED PEOPLE CAN APPLY AT THE PARKS AND RECREATION DEPARTMENT



Tuesday's at McGee Middle School. The program will run 6-9 p.m. starting December 3* through March 31. There is a \$60 fee for the season for residents and \$80 for non-residents or you can drop-in and pay \$5 at the door for residents or \$10 for non-residents. Drop-ins must provide verification of eligibility at the door. Teams will be formed on a nightly basis. **Program #430906A *Start date dependent on staff being hired.**

Women's 30+ Volleyball - Wednesday's at the McGee Middle School gym. The program will run 6:30-8 p.m. from January 8 through April 8. There is a \$55 fee for the season for residents and \$75 for non-residents or you can drop-in and pay \$5 at the door for residents or \$10 for non-residents. Drop-ins must provide verification of eligibility at the door. Teams will be formed on a nightly basis. **Program #431202A**

All Level Yoga - Class will be held at the Berlin Community Center. The instructor is from Personal Euphoria, Wethersfield. For more information on Yoga visit www.pilatesct.com Co-ed 18 years of age and up. Class meets for 9 weeks. Wear comfortable clothes. Limit of 17 participants per class. Unwind and recharge your batteries as you surrender into yoga poses designed to strengthen your core, build stamina and increase flexibility. Class will focus on connecting breath with movement and simple mindfulness practices. Different variations of poses are offered, making this class fun, safe, and challenging for all levels. Please bring a mat, a water bottle and any props (pillow, yoga block, blanket, etc.) that will add to your comfort. Mixed Level Class. Fee is \$68 for residents and \$78 for non-residents and will be Monday's from 5:30-6:45 p.m., January 6-March 16 (no class 1/20 or 2/17) **Program#434301A**

Tai Chi - Tai Chi consists of fluid gentle movements that are relaxed and slow in tempo. It has been proven to work by slowing down bone loss, improving balance, reducing falls and improving quality of life. Dress comfortably. Ken Zaborowski is the instructor. This class meets on Wednesday's for 7 weeks. Classes held at the Berlin Community Center from 11:30 a.m. to 12:30 p.m. Fee is \$56 for residents and \$66 for non-residents or you can also drop in and pay \$10 per class.

Session 1 – January 8-February 19

Program #434201A

Session 2 – February 26-April 15

Program #434201B

Check out movie night at Berlin High School!

"Berlin High School will be hosting a Community Movie Night on December 18, January 15, February 19, and March 18 to support the International Travel group that will be going to the Dominican Republic in June of 2020. Doors will open at 5:30pm and movie will start at 6:00pm. Admission is FREE, concessions will be sold. Please check out the Berlin High School website for more information movie showings. You can also contact Jack Rudy, [jrudy@berlinschools.org](mailto:jrudym@berlinschools.org), for more information. Hope you all could join us for this great cause!"



DOG OBEDIENCE CLASSES – All classes are held at the former Pistol Creek Golf course, 600 Spruce Brook Rd., Berlin. Dog handlers should be at least 16 years of age. Instructor is Wendy McGurgan, Professional Dog Trainer, Assistant Trainer is Shirley Coulombe. Limit of 10 per class.

Kindergarten Puppy Training – The class is for puppies aged 2 ½ months to 6 months old. We will work on leash walking and the come, sit and down commands. Your puppy will also develop social skills and confidence. Learn how to praise and correct your puppy appropriately. Start a great relationship with your pup! We will address problems like chewing, housebreaking and crate training. You will need a 6 ft. leash and we will discuss leashes and collars in the first class. **First class is held without dogs.** Please bring a copy of your puppy's current vaccinations to the first class. Fee \$75 for residents and \$85 for non-residents. This class will run for 7 weeks on Thursday's from January 9-February 20 from 6-7 p.m. **Program #465001B**

Basic Dog Obedience – The class will cover basic commands for the family dog. Commands include sit, down, stay, heel, come and stand. You will learn how to correct bad habits such as jumping up and pulling on the leash. Learn how to praise, correct and discipline your dog appropriately. Dogs should be at least 6 months old. You will need a 6 ft. leash and we will discuss leashes and collars in the first class. **First class is held without dogs!** A copy of your dog's current vaccinations including Bordetella must be given to instructor at the first class. Fee \$75 for residents, \$85 for non-residents. The class will run for seven weeks on Tuesday's from January 7-February 18 from 6-7 p.m. **Program #465001A**

Canine Manners – The class is offered to dogs and handlers that have successfully completed Basic Dog Obedience. Dogs and handlers should have a working knowledge of the sit, down, stay, come, heel and stand commands. Because we will be indoors, emphasis will be on adapting obedience skills for use in everyday settings. Jumping up, bolting through doors, bouncing out of the car before you have the leash, crowding and wildly greeting visitors are some of the problems we will address. We will use verbal and physical praise to reward our dogs, not food. You will need a 6 ft leash. Please bring a copy of your dog's vaccinations, including Bordetella, to the instructor if not on file already. Fee \$75 for residents and \$85 for non-residents. This class will run for 6 weeks on Wednesday's from January 8-February 12 from 6-7 p.m. **Program #465001C**

FAMILY ACTIVITIES AND SPECIAL EVENTS

Santa's Parlor – Santa, Mrs. Claus and their elves invite all Berlin youth in preschool, Kindergarten, 1st and 2nd grades to visit them at Santa's Parlor, held at the Berlin Community Center, 230 Kensington Rd. Santa and Mrs. Claus will greet them on Monday, December 2 and Wednesday, December 4 from 6-7:30 p.m.



This is a popular event, please expect a wait to visit with Santa. Please do not arrive before 5:45 p.m. Juice and cookies will be served while you wait. You are also welcome to bring in your dinner to eat. Treats and a small toy will be given to each child. Parents are welcome to bring a camera and take pictures.

Santa is also asking everyone to bring a donation that will be used for the Food Pantry in Town. This is optional but is greatly appreciated.

Cancellation: In case of inclement weather and the Parlor cannot be open, cancellations will be on the Department's recorder phone, 860-828-7100 and on the Town's Facebook page.

Tinsel Fun Run - Co-sponsored with the Berlin YMCA. This is a fun, family event. Race will be held on Saturday, December 7 at Berlin High School and begins at 11 a.m. You can register online, through <https://34thannualtinselrun.itsyourrace.com/> until December 5 and in person registrations will be held on December 7 from 9:30-10:30 a.m. Cancellation date is Saturday, December 14.

Outdoor Ice Skating - Call the Berlin Parks and Recreation Department information line at 860-828-7100 or check the ice skating/pond sign at Volunteer Park for updated ice-skating conditions at Willard Pond, Hubbard Pond, Sage Park Pond and Paper Goods Pond. When there is ice skating, Willard Pond, Hubbard Pond and Paper Goods Pond are lighted from 5-10 p.m. Ice skating at Veteran's Park is not recommended. It is recommended that when there is ice skating personal protective equipment such as helmets, elbow pads, knee pads be worn. Children should be supervised by an adult.

