



# TOWN OF HAMDEN

**TOWN CENTER PARK COMMISSION  
MEETING  
7:00 PM  
MAIN CONFERENCE ROOM  
HAMDEN GOVERNMENT CENTER  
2750 DIXWELL AVENUE**

Commissioners in Attendance: Matt Fitch  
Jay Matthews  
Berita Rowe

Staff in Attendance: Florence Villano, Grant Administrator  
Julie Smith, Deputy CAO  
Peggy Craft, Acting Commission Clerk

## **CALL TO ORDER**

Chairman Fitch called the meeting to order at 7:17 PM.

## **MINUTES**

Chairman Fitch asked if there were any additions, deletions or corrections to the Minutes of the previous meeting. There were none and Chairman Fitch called for a motion to approve. **Commissioner Rowe motioned to accept the Minutes as presented. The motion was seconded by Commissioner Matthews and passed unanimously**

Next, Mr. Fitch announced his resignation as Commission Chair and turned the position over to Ms. Rowe. Ms. Rowe graciously agreed to serve as Commission Chair.

## **OLD BUSINESS**

Chairwoman Rowe asked about progress regarding the Commission's Mission Statement. Mr. Fitch said he has received samples of Mission Statements from the Town Clerk. He added that Commissioner Allesandrine is working on this.

Next, Florence Villano, Grants Administrator for the Town, was invited to address the Commission regarding a spur trail from the Farmington Canal to Town Center Park.

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Ms. Villano distributed copies of the plans for the spur trail to the Commissioners, and said she is here to get the Commissioners input including any concerns and suggestions they may have to help make this work. Ms. Villano said this spur trail would create access to the Town Center Park from the Farmington Canal. She further explained that there has been a grant in existence for \$20,000 for development of a spur trail from the Canal to the Town Center Park. Ms. Villano said that \$20,000 is not sufficient for this project. She added that this project has been sitting, waiting for additional money. Stimulus money in the amount of \$110,000 has become available through an Energy Efficiency Block Grant by the Department of Transportation. It was requested that this spur trail be included in this grant. This has now become a reality, and has been approved. Ms. Villano is now in the process of trying to implement this project. The Commissioners reviewed the plans that were provided. Ms. Villano said she feels it is important to come here and discuss this with the Commission. She hopes to have this project started in the spring.

Ms. Villano explained how the trail would connect with Town Center Park. Ms. Villano said the location chosen is the best spot with the least impact to place this trail. It is also handicapped accessible. She added it is proposed to be in an eight-foot trail that will accommodate both pedestrians and bikes. Mr. Matthews asked if the bridge would take longer to put in. Ms. Villano said the bridge would be one that is dropped in and will be a 100-year bridge – one that could withstand a 100-year rain.

Deputy CAO Smith asked for permission to address the Commission. Ms. Rowe asked for a vote to grant permission, and the Commissioner present voted in the affirmative.

Ms. Smith asked who would maintain this trail - is it part of Board of Education maintenance or Town maintenance. Ms. Villano will check on this, but believes it will be the Town's responsibility to maintain. Ms. Villano has met with the Farmington Canal Commission, and reports they are in favor of the spur trail. There was a discussion of what type of maintenance would be needed. Ms. Smith said she believes it would be mostly trimming and cutting back.

Ms. Villano will keep the Commission posted as things progress.

Next, Ms. Smith said she has had discussions regarding the master plan for Town Center Park. One of the things discussed was an all abilities playground. Ms. Smith noted that West Haven has installed one. Ms. Smith was told by Mr. Leng that there is \$100,000 available in locip funds specifically for a Town Center Park playground. Ms. Villano said more than \$100,000 is needed. There was a discussion regarding a company that gives 100% matching funds. Next, there was a discussion regarding the location. Mr. Fitch said the location that has been discussed is pretty firm and does not impede the concert area. There was a discussion regarding parking for this playground. Ms. Smith said that there would be easy access from the Farmers Market parking lot. There was further discussion regarding the playground and the parking.

Next, Ms. Villano informed the Commissioners that the Town applied for an America the Beautiful Grant to do an inventory of the trees in Town Center Park, and prepare an upkeep plan and where and what types of trees should be added or removed in the park. This grant is for \$8,000 with a matching amount of \$4,000 from the Town. Ms. Villano added that the Town will do an RFP (Request for Proposals) for this work. Mr. Fitch explained what a tree inventory is. He said this is an identification program. Ms. Rowe said she doesn't feel that we should spend money to inventory trees. Ms. Rowe asked if there is a Town employee who does this. There is a Town Tree Superintendent who identifies trees that need to be removed. Mr. Fitch feels this is a needed program. Mr. Matthews agreed and said he feels this is well worth it.

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Ms. Villano was thanked for her presentations.

**Mr. Fitch made a motion to accept the grant for the tree inventory funding which is in fact a tree management plan with labor as the Towns matching funds. Mr. Matthews seconded the motion.**

There was no further discussion and Chairman Rowe called for a vote. **The vote was two in favor, one opposed. The motion carried.**

Ms. Rowe said she does not feel that someone should be going to a consultant for an RFP to go around counting trees.

There was no further Old Business to come before the Commission.

**NEW BUSINESS**

There was no New Business to come before the Commission.

**ADJOURNMENT**

There was no further business to come before the Commission and Chairman Rowe called for a motion to adjourn. **Commissioner Fitch motioned to adjourn. Commissioner Matthews seconded the motion that passed unanimously.** Chairman Rowe adjourned the meeting at 7:42 PM.

Submitted by: \_\_\_\_\_  
Peggy Craft, Acting Commission Clerk