

**MINUTES**  
**AGGIE PARK FIELDS COMMITTEE**  
**SPECIAL MEETING**  
**WEDNESDAY, FEBRUARY 28, 2018, 7:00 PM**

In Attendance: Glen Schumitz, Chairman; Rich Chandler, Eric Scheurich; Susan Kondic

Also in attendance: Kyra Nesteriak, Director Parks & Recreation; Bryan Nesteriak, B&B Engineering.

**Call to Order:** Chairman Glen Schumitz called the meeting to order at 7:01 p.m.

1. **Review and Approval of Minutes from November 29, 2018 Regular Meeting:**

A Motion to accept the Minutes was made by Eric Scheurich and seconded by Sue Kondic. A vote was taken.

Aye

Nay

Abstain

Glen Schumitz

Rich Chandler

Sue Kondic

Eric Scheurich

All in favor, Motion passed.

**PHASE 1**

2. (a) **Review and Approve Submitted Invoices:**

Mr. Schumitz made a Motion to approve payment of Invoice No. 2125 dated 1/10/18 in the amount of \$705.38. Mr. Scheurich seconded the Motion. A vote was taken.

Aye

Nay

Abstain

Glen Schumitz

Rich Chandler

Sue Kondic

Eric Scheurich

All in favor, Motion passed.

Mr. Schumitz made a Motion to approve payment of Invoice No. 2168 dated 2/23/18 in the amount of \$171.00. Mr. Scheurich seconded the Motion. A vote was taken.

Aye

Nay

Abstain

Glen Schumitz

Rich Chandler

Sue Kondic

Eric Scheurich

All in favor, Motion passed.

2. (b) **Review and Discuss Progress of Phase I:**

Discussion began regarding the progress and status of work at the park. It is anticipated that the field will be ready for opening on April 1, 2018. Mr. Nesteriak provided to the Committee members correspondence (attached) which was sent to David Greenfield of Vaz Quality Works regarding items of concern which prevent the closing out of the site. A discussion ensued among the Committee members regarding this correspondence.

3. **Phase II**

Discussion ensued regarding plans for Phase II and requests to be submitted to the Grant Writer for the STEEP Grant application, which include: two basketball courts, two tennis courts, two volleyball courts; a concession stand near the softball fields. Mr. Nesteriak provided the Committee with a drawing of a proposed plan for these items.

Mr. Nesteriak noted the recommendation for pickle ball courts. He provided the Committee with a Conceptual Site Plan showing Phase II recommendations. Ms. Nesteriak offered her idea regarding what would work at the new park. She did say that there is a need for one more tennis court. Mr. Schumitz recommended eliminating one volleyball court to allow for the pickle ball courts. He said there is a volleyball court at Jackson Cove and one at Tetlak Park. There is no need for two volleyball courts at Tetlak.

Ms. Nesteriak suggested that lighting for the park be requested in this STEEP grant application. She said that a bathroom and a concession stand should also be included in the grant request.

Mr. Chandler suggested that a request for a Playscape be included in the STEEP grant application.

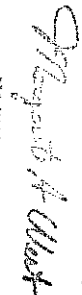
A lengthy discussion then ensued among the Committee members regarding signage, i.e. road signs showing the location of the park; a sign on the backboard to designate Field 1 and Field 2. Mr. Schumitz recommended a sign giving recognition to Debbie Gatto, the former Parks and Recreation Director, who was instrumental in the concept and design of Tetlak Park.

Mr. Schumitz discussed the role of the Oxford Community Support Committee. The objective of the committee is to provide financial support to individuals and organizations from Oxford who have provided positive impact to the community.

There being no further business, a Motion to adjourn was made by Glen Schumitz and seconded by Mr. Scheurich. Meeting adjourned at 7:53 p.m.

Respectfully submitted,

  
Lynnette Steeves, Clerk

18 MAR - 1 AM 10:21  
TOWN OF OXFORD, CT  
  
TOWN CLERK



E N G I N E E R I N G

39 New Haven Road  
Seymour, Connecticut 06483

# Invoice

Terms	Date	Invoice #
Due on receipt	1/10/2018	2125

Bill To
Town Of Oxford c/o George Temple 486 Oxford Road Oxford, CT 06478

Project			
502 - Aggie Park			
Quantity	Description	Rate	Amount
8.25	Principal  Services Included: Project Coordination Meeting Attendance Site Development Plans - Phase 2 concept	85.50	705.38
Please make checks payable to "B&B Engineering, LLC." Thank you for your business!		<b>Invoice Total</b>	<b>\$705.38</b>

Phone #	Fax #	E-mail	Web Site
(203) 881-8145	(203) 888-0436	contact@bbengrs.com	www.bbengrs.com



E N G I N E E R I N G

39 New Haven Road  
Seymour, Connecticut 06483

# Invoice

Terms	Date	Invoice #
Due on receipt	2/23/2018	2168

<b>Bill To</b>
Town Of Oxford c/o George Temple 486 Oxford Road Oxford, CT 06478

Project
502 - Aggie Park

Quantity	Description	Rate	Amount
2	Principal	85.50	171.00
Please make checks payable to "B&B Engineering, LLC." Thank you for your business!		<b>Invoice Total</b>	\$171.00

Phone #	Fax #	E-mail	Web Site
(203) 881-8145	(203) 888-0436	contact@bbengrs.com	www.bbengrs.com

## **Bryan Nesteriak, PE, LS**

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**From:** Bryan Nesteriak, PE, LS <bn@bbengrs.com>  
**Sent:** Thursday, January 11, 2018 5:53 PM  
**To:** 'David Greenfield'  
**Cc:** joevaz@vazqualityworks.com; 'Glen Schumitz'; Megan Gallagher (mg@bbengrs.com); 'Thomas Slekis, P.E.'; 'Park Rec Director'; Kathleen O'Neil  
**Subject:** FW: Aggie Park

David,

Pursuant to our conversation, please see below the items that the committee and myself are concerned with regard to closing out the site.

1. There is a large wash out on the eastern side of the field, near the steeper slope.
2. There continues to be erosion along the stone dust path near the shed. Would it help to install millings down to the flag pole? Additional grading may also be necessary to direct water to the basin and out of the path's direction.
3. The curtain drain installed on the west side of the parking area appears to have become clogged where now the water coming off of the upper hill, which is still sparsely vegetated, is flowing over it and onto the millings.
4. The first base bench is out of plum on the far end of the field (near the water quality swale)
5. The grass around the fringes of the field, where it was seeded rather than sodded, is not at the same elevation as the nearby sod, which not only is unsightly, but could be a hazard for sports usage.

To reiterate the last status email, which I have included below, the committee has yet to provide determination of substantial completion, largely due to the condition of the turf field. We realize that work is not able to occur at this time due to the winter season, however, it is anticipated that upon the availability of suitable weather all items are to be completed promptly so that the town may utilize the fields in the spring. As you are aware, the town was originally hopeful that the field would be useable in the Fall of 2017, which, for a variety of reasons, was not attainable. We look forward to working with you to ensure that the field can be turned over for their use as soon as the weather permits and you can receive your project closeout.

If you would like to discuss these items further, please do not hesitate to call.

Thanks,

Bryan Nesteriak, P.E., L.S.  
**B&B Engineering, LLC**  
**Accurate Land Surveying, LLC**  
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Seymour, Connecticut 06483  
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www.bbengrs.com  
bn@bbengrs.com

**From:** Bryan Nesteriak, PE, LS [mailto:bn@bbengrs.com]  
**Sent:** Thursday, October 05, 2017 3:48 PM  
**To:** 'David Greenfield' <davidg@vazqualityworks.com>; joevaz@vazqualityworks.com  
**Cc:** 'Glen Schumitz' <gschumitz@sbcglobal.net>; 'mg@bbengrs.com' <mg@bbengrs.com>; 'Thomas Slekis, P.E.'

<ts@bbengrs.com>; 'parkrekdir@oxford-ct.gov' <parkrekdir@oxford-ct.gov>

**Subject:** Aggie Park

Joe & David,

The building committee met last night and voted to approve your latest application for payment. This approved application has been submitted to the finance department, however, the town has informed me that they need a lien release from your fence contractor prior to making the payment. Please submit as soon as you can so that the town can process payment.

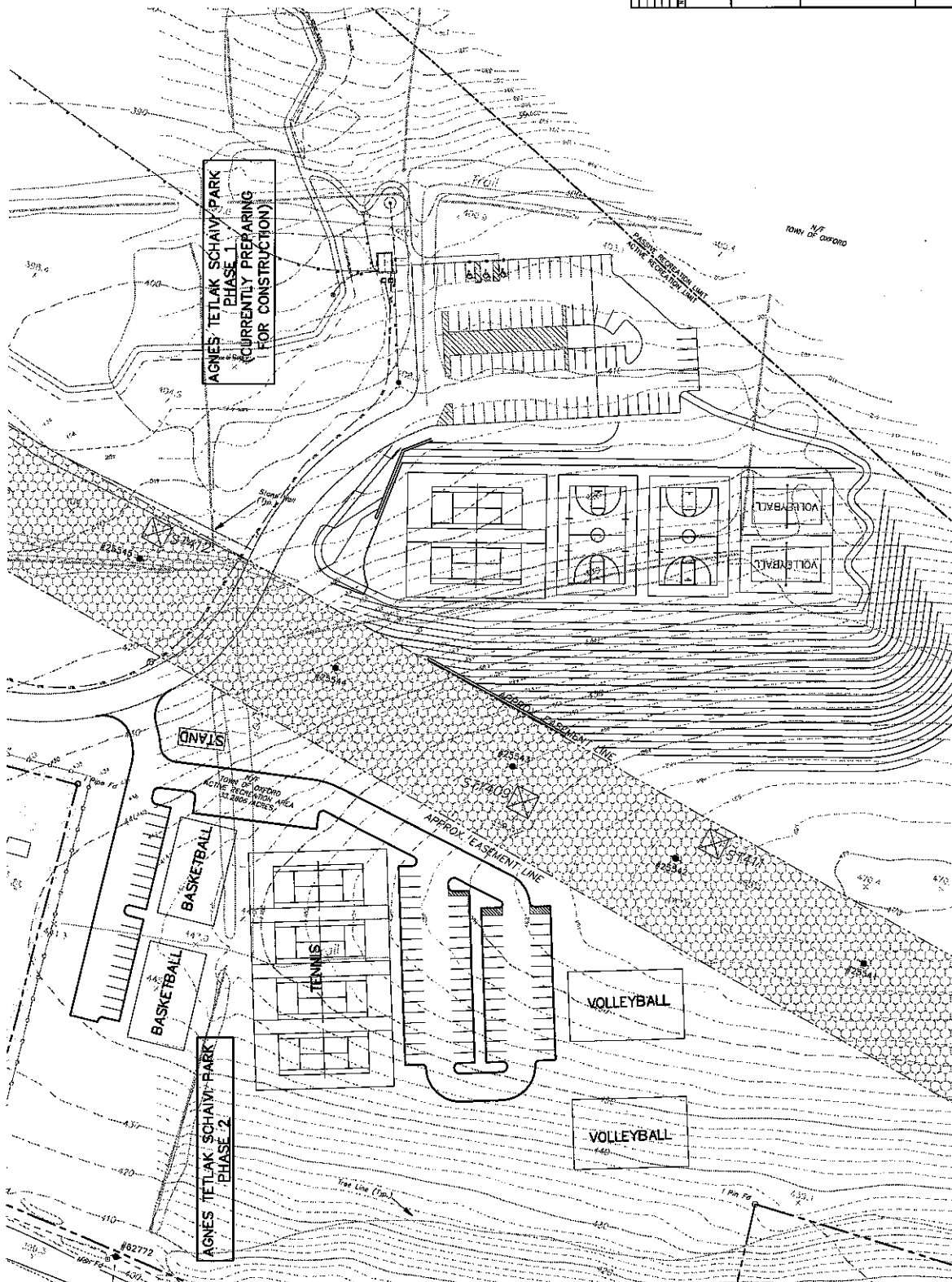
The entire committee, as well as myself, continue to be concerned and disappointed with the growth of many of the areas on the field. We realize that the rain has been below average but we are not confident that what has been installed to date will be sufficient to meet the standards of the field, or the stabilization of the fringe areas. In addition, there is a clear elevation lip between the sodded and seeded areas that will need attention with additional topsoil to transition the grade. The areas between the stone dust path and the crushed stone curtain drain is in need of re-tilling, reseeding and general cleanup. Also, please check the 1<sup>st</sup> base bench on the far field, as it appears to have shifted out of plumb.

We have around a month left of the growing season of which the committee is hoping that the field can be fully complete. Until these items are addressed, the committee has decided to not provide an approval to the change order or the declaration of substantial completion. They are expecting to re-evaluate these at their next meeting in November.

Please contact us to discuss further and determine the proper course of action.

Thanks,

Bryan Nesteriak, P.E., L.S.  
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**Accurate Land Surveying, LLC**  
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Seymour, Connecticut 06483  
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