

East Lyme Parks and Recreation Commission
Regular Meeting Minutes
August 14, 2025

Present: Robert Tukey
Sue Kumro
Ben Armstrong
Alicia Brothers

Absent: Wick Haylon
Todd Donovan
David Castro

Also Present: Jerry Lokken, Director of Parks and Recreation
Joey DeFillippi, Recreation Supervisor

The Pledge of Allegiance was observed.

1. The August 14, 2025 East Lyme Parks and Recreation Commission Meeting was called to order at 7:15 p.m. Mr. Tukey reported Mr. Haylon informed him he wishes to resign from the Commission and that he accepted his resignation.
2. Public Delegations. There were no guests.
3. Approval of Minutes of May 8, 2025.

MOTION (1): Ms. Brothers moved to approve the May 8, 2025 Meeting Minutes, as presented. Seconded by Mr. Armstrong. Ms. Brothers abstained. (3-0-1) Motion carried.

Approval of Minutes of June 30, 2025. Ms. Brothers name was misspelled.

MOTION (2): Ms. Brothers moved to approve the June 30, 2025 Meeting Minutes, as amended. Seconded by Mr. Armstrong. (4-0) Unanimous.

4. Director's Report.
 - a. Insurance Claims for Miracle League and Boardwalk. Mr. Lokken reported a tree on the Miracle League property came down. An insurance claim was submitted for \$15,000. We have a \$10,000 deductible.

Mr. Lokken stated a few months ago a driver took down the fence on the north side of the street made of custom-made materials. The Town is making repairs and anticipates receiving money back from the auto insurance company eventually.

b. McCook Sea Wall Planning and Design. A consultant has been hired to prepare plans for McCook's seawall for \$18,000 and to supervise construction for \$22,000. Funding for the construction will be in next year's budget.

Mr. Lokken reported this fall there was significant erosion at the beach. The Town's engineer is working with Parks and Recreation to develop plans to install dry wells and other mitigation strategies. Work is anticipated for Fall 2025.

c. Peretz Garage and Restroom Renovation. Mr. Lokken informed the Commission that a vendor is working on plans for the renovated restroom and new garage building.

d. Peretz Baseball Field renovation (\$80,000). A consultant was hired and the work will be performed in the fall of 2025.

e. Park Improvement Projects for 2025 (Peretz parking lot and well service). Last week the Peretz irrigation well needed to be reconditioned for \$18,000 and the Peretz Parking Lot crack seal cost \$25,000. These projects were funded out of Park Improvement CIP along with repaired flooring at Hole in the Wall restrooms scheduled for fall 2025.

5. Ex-officio Report. Ms. Carlson was unable to be present and there was no report.

6. Communications. Email dated August 12, 2025 was received from Kevin Gervais, Director of Finance, regarding Parks & Recreation's Special Revenue Fund balance in the amount of \$300,000.

Email dated May 15, 2025 from Timothy Bleasdale regarding peddling ordinance (Sec. 112.01 through 112.99).

7. Unfinished Business.
There was no discussion of unfinished business.

8. Committee Reports.

a. Darrow Pond (Todd). Discussion on Darrow Pond was tabled until Mr. Donovan is able to be present.

Mr. Lokken stated we received a \$36,000 grant for Darrow Pond for trail planning and anticipate applying for construction funding next year.

b. Dog Park (Sue). Ms. Kumro gave Mr. Lokken \$368 from fundraising to be used towards the Dog Park. The Dog Park Committee will be going to the Zoning Commission on September 18.

c.Possible Creation of Multi-Sport Field Committee. Ms. Kumro suggested that representatives from different sports be on the Multi-Sport Field Committee. It was felt that community input is needed. Mr. Tukey suggested also having discussion with Mr. Donovan. Ms. Brothers stated she would be willing to be on the Multi-Sport Field Committee.

d.Possible Creation of McCook Playscape Replacement Committee. Mr. Lokken stated the playground needs to be replaced.

9. New Business.

a. CIP Requests for FYE 2027. The Commission reviewed the Parks & Recreation Capital Project Updates dated August 2025 and by consensus agreed with proposed projects and priorities.

10. Adjournment.

MOTION (3): Ms. Kumro moved to adjourn the East Lyme Parks and Recreation Meeting at 8:15 p.m. Seconded by Mr. Donovan. (5-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary



TOWN OF EAST LYME

PARKS AND RECREATION DEPARTMENT

JERRY LOKKEN
DIRECTOR
jlokken@eltownhall.com

41 SOCIETY RD, NIAN TIC, CT 06357
TELEPHONE: 860-739-5828
www.eltownhall.com

Monthly Report – August, 2025

Alternative Resources

The town obtained a compact sweeping machine from the State of CT public surplus auction site for free. Parks staff members have made a couple of small repairs to the unit and have tested it out. It is anticipated that the machine will be used to keep the Niantic Bay Boardwalk and beach sidewalks and lots free of debris and sand. The value of the machine is estimated to be about \$25,000.



Park Projects



Peretz Park at Bridebrook received two important services to maintain the property: irrigation well reconditioning and crack sealing the parking lot. Both of these projects were funded using the Park Improvement CIP account. The parking lot required extensive crack sealing to prevent the asphalt from deteriorating and requiring a substantial investment to repave the entire lot, likely costing several hundred thousand dollars. The crack sealing of all parking lots is also being included in future budget

requests implementing a plan to keep them safe and usable, and preventing them from becoming so damaged that they need replacement.

Over time, wells require reconditioning to maintain optimal flow rates, and this summer with the dry weather, irrigating the fields at the park was critical. After consulting with Water and Sewer operations professionals it was determined that the well should be reconditioned every three years. It was last done in 2020. Moving forward, funds will be requested to recondition the well when needed and to perform annual maintenance on the pump to help ensure uninterrupted operation when water is most needed.

Our own Parks crew trimmed all trees in Peretz Park, and they look fabulous! In the months ahead we will have a commercial crew come in to do additional work higher in the tree canopy to remove dangerous limbs and to prune trees for health. At McCook Point Park, we are having our stately beech trees treated with a fungicide to improve their overall health. These trees live for hundreds of years and contribute greatly to the aesthetics of the park, provide necessary shade, and stabilize the ground from erosion.





Work was also completed to repair damage to the Miracle League Field turf resulting from a tree falling over in a storm and damaging the fence and ripping the artificial turf.

Community Events

We're proud to look back on a Summer Concert Series season filled with great music, energy, and attendance. The feedback has been incredible, especially about the bands and the sound on Friday nights. We're excited to share that moving forward, we'll continue working with our professional sound provider, Mineau Sound, to keep our Friday night concerts among the best around!

This summer, our Wednesday concerts reached parking capacity six times, while every single Friday night filled out the parking lot - a true sign of how much these concerts have grown.

We were also thrilled to have food vendors at every Friday concert and several Wednesdays, bringing even more variety and fun to the evenings. A huge thank you to Lobstah Dawg, Genna1 Jamaican, Rasta Rant, Yummy Wagon, Tom's BBQ Pit Stop, and Robin's Ice Cream for serving up delicious options and making the experience even better for everyone.



What Participants are Saying

A survey of summer camp participants was sent to parents for feedback on items such as camp trips, staff performance, activities and more. We're proud to report that over 80 % of respondents felt the camp was affordable or very affordable, reinforcing our commitment to providing a high-quality experience at great value. Parents rated our morning care staff at an impressive average rating of 4.4 out of 5, while our aftercare staff rated a strong 4.2.

We also received many open-ended responses from parents who took the time to share thoughtful feedback. These insights are invaluable, and we'll be using them to guide improvements and new ideas for next summer.

Look Ahead

Dance Without Limits begins September 12th
Niantic Light Parade planning will begin very soon!



East Lyme
Parks And Recreation Commission
Policies And Regulations

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- I. Definitions
 - A. Commission - The East Lyme Parks and Recreation Commission
 - B. Department – The East Lyme Parks and Recreation
 - C. Director – The East Lyme Parks and Recreation
 - D. Resident – a person, and their immediate family members who live with them, whose primary residence is in East Lyme; or the principal owner of a business that is located in East Lyme as documented by a tax bill, utility bill, car registration or rent/lease agreement.
- II. Properties under the control of the Commission
 - A. Cini Park
 - B. Darrow Pond (portion)
 - C. Hole In The Wall Beach
 - D. McCook Point Park
 - E. Liberty Green
 - F. Niantic Bay Beach and Boardwalk
 - G. Miracle League Field
 - H. Samuel M. Peretz Park @ Bridebrook
 - I. Smith-Harris Park
 - J. Scheer Park
 - K. Veterans Memorial Park
- III. General:
 - A. The Director is empowered to direct the complete operation of all parks and facilities. Any decisions related to these rules made by the Director may be appealed to the Commission.
 - B. Any person aggrieved by any action of the Director, or their appointees, may appear before the Commission to seek redress from such action.
 - C. The operation of amplified sound systems is allowed by special permission from the Director. Once permission is given, the user must take into consideration necessary precautions to ensure that the level of sound will not be a nuisance or annoyance to adjacent residencies.
 - D. Pets are allowed in parks subject to existing laws and ordinances provided that they are properly leashed or restrained. However, owners can be restricted from bringing pets to parks, events, or areas where there are groups of people gathered, where there are safety or health concerns, or when in the determination of the Director that it is in the public interest to restrict pets. When a use permit has been issued by the Parks and Recreation Department, the user may limit or restrict pets from areas or activities covered by the permit.

- E. The commercial use of, or vending within, parks requires a special permit issued by the Parks and Recreation Department.
 - F. Posting of signs or banners in parks requires permission from the Director. Non-authorized signs may be removed without notice.
 - G. Park users are responsible for their own trash and litter. They may use receptacles, if available. If not, they must remove trash and litter when they leave.
 - H. Parking is permitted in designated areas only
 - 1. For events where large or overflow crowds are anticipated the sponsoring organization may be responsible for providing police service to control traffic and parking.
 - I. The following activities are prohibited from all areas under the Parks and Recreation Commission jurisdiction except as elsewhere noted herein:
 - 1. Consumption or possession of alcoholic beverages
 - 2. Excessive noise or profanity
 - 3. Hunting or the removal or destruction of any plant or animal life
 - 4. Use of tobacco, smoking (tobacco, marijuana or other products) or vaping products.
 - J. Parks and Recreation facilities are open and available to the public during daylight hours unless they are closed for specific reasons. Facilities may be used after hours for approved activities.
 - K. Parks, or parts thereof, may be closed from time to time for repairs, maintenance, renovations, inclement weather or when use would endanger the public or be detrimental to the facility. Notice of such closures will be made public.
 - L. The Commission sets standard rental, parking, admission, services, deposits or other fees at its discretion. The Director has the authority to modify fees charged when they deem it is in the best interests of the Department to do so.
 - M. The Commission recognizes that from time-to-time unusual cases involving hardship may require variance of the strict enforcement of these Policies and Regulations. Application for variance of the rules should be made to the Director in writing setting forth the hardship. The Director shall bring such request before the Commission for action.
- IV. Park Facility Reservations and Use
- A. Fields, Picnic Areas, Pavilions and Tents
 - 1. All organizations, leagues or individuals desiring a facility reservation permit shall apply using a form made available through the Department.

2. Permit holders assume financial responsibility for any damages to the facility and actions by people attending the event. Permit holders may be required to provide a "Certificate of Insurance" as specified by the Director.
- B. Unreserved use is available on a first-come, first use basis. When there is more than one group using a space, there will be a sharing of facilities by everyone.
- C. At no time shall an individual or group be given exclusive use of McCook Point Park including the Main Beach, Hole-In-The-Wall Beach, or Cini Park facilities.
- D. The Commission reserves the right to revoke the permit of any individual or organization which fails to abide by these Rules and Regulations, whose actions cause damage or safety concerns, or whose members engage in disorderly conduct.

V. Athletic Field and Court Reservations and Use

- A. When athletic fields or courts are not reserved, they are generally available to the public. Activities that have the potential to damage the facility or that pose a danger to others may be restricted at the discretion of the Director.
- B. Facilities
 1. Samuel M Peretz Park at Bridebrook
 - a) Lighted Softball Field
 - b) Baseball Field
 - c) Founders Field
 - d) Keser Field
 - e) Berardo Athletic Field
 - f) Basketball Court
 - g) Pickleball Courts
 2. Smith Harris Park
 - a) Albert Buecher Field
 - b) George Jones Field
 - c) Presidents' Field
 - d) John Bath Field
 - e) George J Seebeck Field
 - f) Middle School Soccer Field
 3. Veterans Memorial Park
 - a) Baseball Field
 - b) Softball Field
 4. Flanders School
 - a) Miracle League Field

C. Reservations

1. Requests for use of athletic fields must be submitted using forms or methods available from the Department.
2. Permit holders assume financial responsibility for any damages to the facility and actions by people attending the event. Permit holders may be required to provide a "Certificate of Insurance" as specified by the Director.
3. Conflicts in scheduling or requests for use of the field shall be resolved at the sole discretion of the Director with the cooperation and assistance of the leagues involved.
4. Applicants may be required to post a deposit as set by Commission for security, to be refunded if the fields are left in substantially the same condition after the event.
5. Fields will only be used for specified athletic purposes.
6. Fields close and lights go out no later than 10:00 p.m.
7. Reservations may be canceled due to weather or field conditions. User groups must provide contact information for a representative who will be the person notified of cancellations.

D. Field Houses and Refreshment Stands

1. Youth sport organizations shall have the exclusive right to purchase and sell refreshments from the refreshment stands located at their respective fields during their seasons.
 - a) The buildings shall be kept in a neat and orderly fashion by assigned organizations.
 - b) Leagues shall have the option of loaning assigned buildings to other organizations that have been granted use of the adjacent field(s).
2. Smith-Harris Park:
 - a) The building located between Jones and Presidents' Fields is designated as the East Lyme Little League Field House.
 - b) The building located adjacent to the George J. Seebeck Field is designated as the East Lyme Youth Football Building.
3. Veterans Memorial Park
 - a) Building next to the baseball field is designated as the Babe Ruth stand.
 - b) The building next to the softball field is designated as the Little League Softball stand.

VI. Beaches

A. Facilities

1. McCook Point Park
2. Hole In The Wall
3. Niantic Bay Beach

B. Beaches are generally staffed during the "summer season" from Memorial Day to Labor Day.

C. Generally, lifeguards will be on duty in areas approved for swimming from 9:00 a.m. to 5:00 p.m., each day, as the Director requires.

D. Swim areas will be designated and properly marked.

E. Pets are prohibited at beaches when the following applies:

1. State of Connecticut Regulation of the Department of Public Health, Section 1, 19a-36-B61: Domestic animals shall be prohibited in the water and the land immediately adjacent to the water of a public swimming area when the public swimming area is open for use.

F. No glassware is allowed on the beach.

G. Use of any type of floatation device except those approved by US Coast Guard is prohibited.

H. No kite flying at Niantic beaches due to high voltage wires nearby.

VII. Special Use Facilities

A. Niantic Bay Boardwalk. Many members of the community have donated funds through memorial benches and plaques to improve the Boardwalk so users are encouraged to use the boardwalk and fixtures with appropriate respect.

1. Prohibited:

- a) Fishing from the Boardwalk
- b) Unauthorized vehicles
- c) Climbing on or over the boardwalk railings
- d) Biking and skating
- e) Pets
- f) The placing of memorabilia, trinkets, and pad locks, etc. is prohibited on railings, chain link fencing or benches. Items will be removed from the Boardwalk on a regular basis.

B. Liberty Green

1. Liberty Green, located at a highly visible intersection in Niantic, makes it a highly desirable location for various purposes. Mass gatherings are covered in Section 92 of Town Ordinances. For events that are excluded from permitting requirements per Section 92.09, organizers must comply with the following requirements.

- a) Ensure that attendees recognize that the Veteran's Memorial is located within the green and to be respectful of it.
- b) Ensure attendees don't cause damage to the banners, gazebo, trees, plants, or other green amenities.
- c) Notify attendees that there are no restrooms.
- d) If the event spills over into roads/sidewalks/businesses, be respectful, safe, and direct people how they should act appropriately.
- e) Be proactive by contacting the Police on their non-emergency number 860-739-5900 well before things reach a point of causing trouble or becoming a safety concern.
- f) The use of amplified sound requires advance permission from the Director.
- g) Clean up and remove any trash at conclusion of event.

1-2. Banner Display Policy for the Liberty Green

- a) All organizations, leagues or individuals desiring to display a banner shall apply for permit application on form made available through the Parks and Recreation office.
- b) No banners shall be erected or displayed at the Liberty Green without a permit issued by the Department.
- c) Banners shall be hung from the two poles on site and be no larger than 3' X 20'.
- d) Applications will be accepted on a first come/first serve basis. The maximum number of banners is two (2) to be displayed at one time.
- e) Banners must be removed 48 hours after the permit has expired.
- f) Only banners promoting non-profit, charitable, or municipal events and activities with general appeal to the East Lyme community are permitted.
- g) Banners promoting candidates for office, political positions, ballot questions, or those advertising products or services are prohibited.
- e)h) Unauthorized banners may be removed at any time.

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VIII. Special Revenue Fund

- A. The Special Revenue Fund was created for all program expenses and revenues of the Department.
- B. The Special Revenue Fund will be a revolving account.
- C. Annual reports on the status of the Special Revenue Fund will be made to the Board of Selectman and the Board of Finance.
- D. Surplus fund balance in the Special Revenue Fund will be used for the purposes of:
 - 1. Future program development
 - 2. Special Events
 - 3. Park Improvement projects
- E. Park improvements with an expense in excess of \$5,000.00 from the Special Revenue Fund must receive Commission, Board of Selectman and Board of Finance approvals.

Amended November 2024

Classic Round Series — PLB

The contemporary round shape of the PLB architectural bollard makes it an attractive choice for pathways and other locations where uniform glare-free illumination is desired. With FLT's exclusive Adaptive Intelligence, the PLB provides dependable illumination throughout the night, regardless of weather conditions or geographic location. Available in two different heights, PLB's robust construction, advanced technologies, and the simplicity of installation make it an unmatched option for sleek illumination. With no need to trench or pull electrical wiring, PLB is an elegant, extraordinarily cost-effective solution.

Features & Benefits:

- You literally bolt it to the footing and walk away. It's that easy.
- No wiring, trenching, or electrical service required
- Integrated design eliminates visually distracting external solar panels
- Cost-effective design ships fully assembled and installs in minutes
- No ongoing maintenance
- Provides programmed illumination all night, every night
- Wireless control & communication with your light

Key Applications:

- Pathway, Park, Parking Lot

Technical Specifications

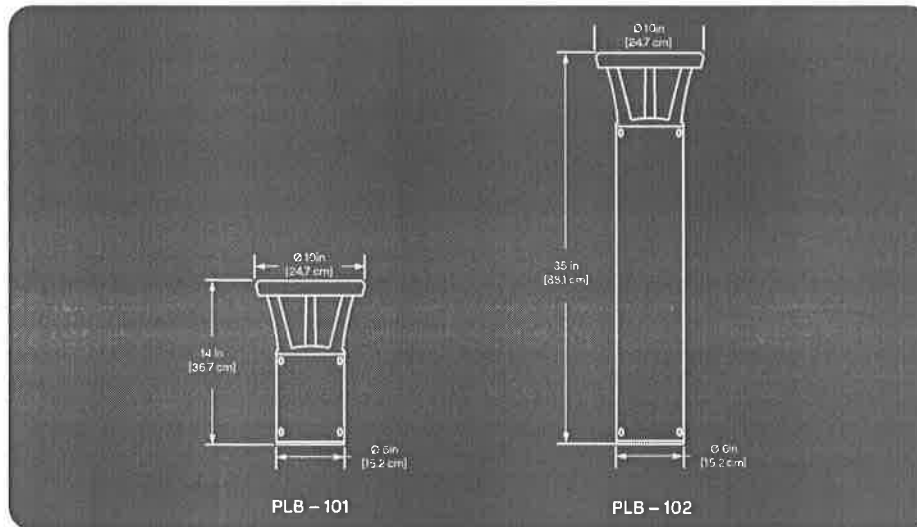
Solar Module	<ul style="list-style-type: none"> • Efficient monocrystalline cells • Integrated into the top of luminaire • Shatterproof polymer encapsulation
Battery	<ul style="list-style-type: none"> • High performance Lithium Iron Phosphate (LiFePO4) technology • High and low temperature tolerance
LED Light Engine	<ul style="list-style-type: none"> • Integrated optics maximize application efficiency and light distribution • IP 67 optic sealing to withstand irrigation spray • CCT Options: 2700K, 3000K, 4000K • Wildlife friendly, narrow-band Amber LEDs (595nm) • Type 3 and Type 5 full cut-off high efficiency optics • Optional backlight shield • Optional blue light blocker
Optical Performance	<ul style="list-style-type: none"> • Achieves pathway and area lighting standards with typical output of 450 lumens • Dark Sky approved for 2700K, 3000K, and Amber • 100,000-hour LED L70 lifetime • B0 – U1 – G0 BUG Rating (T3)



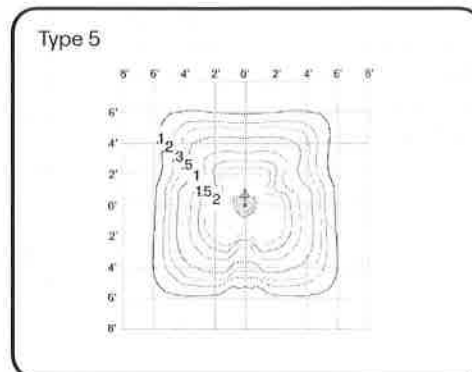
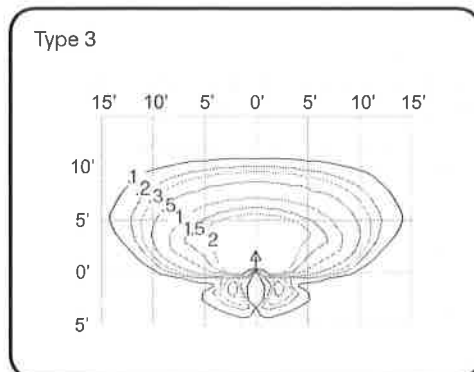
FLT's Exclusive Controller with Adaptive Intelligence	<ul style="list-style-type: none"> • Ensures all-night every-night performance by intelligently managing lighting based on environmental conditions and lighting requirements • Automatically detects its timezone and sets its time for time-of-night profiles • High-efficiency, Maximum Power Point Tracking (MPPT) battery charger • High-efficiency integrated LED driver • On-board multi-year data logging
Construction & Materials	<ul style="list-style-type: none"> • Rugged cast aluminum • Stainless steel fasteners • Architectural grade, durable, TGIC powder coat • Standard and custom colors available • Available in two heights: 35.56cm (14in) and 88.9cm (35in)
Wireless Control	<ul style="list-style-type: none"> • Easy-to-use interface via iOS smartphone app • Configure and control lighting profiles • Adjust dusk and dawn thresholds • Adjust motion sensor settings
Reliability & Warranty	<ul style="list-style-type: none"> • Tested for high & low heat and humidity • 5-year warranty • 10+ year battery life • IP67 protection • Designed and manufactured in North America
Lighting Profiles	<ul style="list-style-type: none"> • 10 duration-based profiles • Easily configurable, time-of-night profiles • All profiles pre-programmed or field adjustable

Order Matrix

Series	Height	Finish	Distribution	LED	Lighting Profiles	Options
PLB	101 - 14"	BK - Black	ASM - Type 3	XW - 2700K	00 - On at dusk > Off at dawn	SEC - Security Fasteners
	102 - 35"	BZ - Bronze	SYM - Type 5	WW - 3000K	01 - On at dusk > Off after 6 hours	BLS - Backlight Shield
		SV - Silver		NW - 4000K	02 - On at dusk > Dim to 30% after 6 hours > Off at dawn	BLB - Blue Light Blocker
		WH - White		AMB - Amber	03 - On at dusk > Off after 5 hours > On 1 hour before dawn > Off at dawn	PA - Pre-Ship Anchor Bolts
		CC - Custom			04 (Default) - On at dusk > Dim to 30% after 5 hours > Brighten to 100% 1 hour before dawn > Off at dawn	
					05 - On at dusk > Off after 3 hours	
					06 - On at dusk > Off after 4 hours	
					07 - On at dusk > Off after 4 hours > On 1 hour before dawn > Off at dawn	
					09 (Default) - On at dusk > Dim to 30% after 3 hours > Brighten to 100% 1 hour before dawn > Off at dawn	
					10 - On 30% at dusk > Off at dawn	
					TX0000X0000 - T=Real-time based lighting profile. X=Choose O for off, L for Low (30%) or M for Medium (50%) or B for Bright. 0000=choose event time between 00:00 and 23:59. Second event optional.	



Photometrics



Notes:

1. Photometrics based on 35 inch PLB.
2. All light levels in foot candles (fc) with 4000K color temperature and typical lumen output.
3. Contact us for help in choosing the right lighting profile and distribution.
4. Specifications subject to change without notice.
5. IES files available at FLT.com.

FLT



Path to be lit is 800' long. Recommend minimum of eight (8) RSL luminaires by First-Light, mounted at 16' height, spaced 50' apart. 20' tall Fibre-glass poles direct-buried with 4' deep hole backfilled. No electrical wiring needed. No electrician required.



Imagery ©2024 Airbus, Maxar Technologies, Map data ©2024 100 ft

Measure distance

Total distance: 801.91 ft (244.42 m)

