



**MINUTES
DPW – SUBCOMMITTEE
MEETING MINUTES**

**Tuesday, July 9, 2024
5:30 PM in the Scitico Room
Enfield Town Hall**

- 1. Roll Call – Meeting called to order, 5:32PM**
 - a. Councilor Ludwick, Chair – Present
 - b. Councilor Mangini – Present
 - c. Councilor Nasuta – Present
 - d. Special Guest – Donald Nunes, Director of Public Works
- 2. Approval of Minutes**

June 11, 2024 – Mangini made a motion to approve, Nasuta seconded, 3-0 in favor.
- 3. Discussion of Facility & Field Use Policy**
 - a. Nunes presented a spreadsheet titled "B&G SPORT FIELD HOURLY RATES DPW SUBCOMMITTEE." Considerable discussion took place among all attendees. The cost to maintain was based on a recent analysis performed by DPW staff. There were several comments from two sports team representatives about accuracy of the information. Nunes reiterated the information is based on average times and procedures per week. Nunes further explained that some weeks may have double the amount of mowings or striping, while other weeks may not have any.
 - b. Mangini asked about incremental charges for building rentals and discussion took place.
 - c. No votes taken.
- 4. Status of Grape Brook Pump Station – when the contract was awarded and estimated project completion date**
 - a. Nunes stated the project was awarded on January 25, 2024, to Tucker Mechanical. Nunes presented a construction schedule from Tucker Mechanical and stated that the construction will begin in February 2025 with final completion scheduled for November 2025. The remainder of this year will be dedicated to submittals and ordering all products in advance due to long lead times for certain materials.
 - b. No votes taken.
- 5. Public Participation**
 - a. Participation was limited only to Item 3.
 - b. No votes taken.

5. Next Meeting Date – August 13, 2024 @ 5:30PM

6. Next Quarterly Meeting Date with the Athletic Organizations – August 7, 2024 @ 4:30PM

7. Adjournment – 6:29PM

a. Nasuta made a motion to adjourn, Mangini seconded, all in favor.

Minutes respectfully submitted on August 2, 2024 by,

Donald T. Nunes, Director of Public Works

Labor costs per B&G Laborer			Sport	Parts for Field Maintenance Equipment	Bases, Nets, Bleachers, etc.	Water / Irrigation	Electricity	Clay	Paint/chalk	Misc Sport Field Capital FY24	Gasoline	Misc, string trim line, fencing, etc	Fertilizer / Pesticides	Cost Per Hour to Maintain Fields
Regular	1 1/2	Double	Budget	\$ 41,000.00	\$ 15,000.00	\$ 18,000.00	\$ 10,000.00	\$ 10,000.00	\$ 27,000.00	\$ 50,000.00	\$ 34,650.00	\$ 15,000.00	\$ 10,000.00	
\$ 45.00	\$ 67.50	\$ 90.00	Baseball	\$ 14.77	\$ 3.61	\$ 4.33	\$ 2.40	\$ 4.81	\$ 6.49	\$ 12.02	\$ 12.48	\$ 3.61	\$ 2.40	\$ 111.91
			Softball	\$ 14.77	\$ 3.61	\$ 4.33	\$ 2.40	\$ 4.81	\$ 6.49	\$ 12.02	\$ 12.48	\$ 3.61	\$ 2.40	\$ 111.91
			Soccer	\$ 9.86	\$ 3.61	\$ 4.33	\$ 2.40		\$ 6.49	\$ 12.02	\$ 8.33	\$ 3.61	\$ 2.40	\$ 95.64
			Football	\$ 9.86	\$ 3.61	\$ 4.33	\$ 2.40		\$ 6.49	\$ 12.02	\$ 8.33	\$ 3.61	\$ 2.40	\$ 95.64

Hours		
2080	1 year	
1560	3/4 year	
1040	1/2	
694	1/3	
Gasoline FY24	Budget	\$ 69,311.00
	Actual	\$ 54,221.00

Group	Baseball/Softball	Soccer	Football	
Group 1* Non- Profit Youth Group, Meeting 90% Residency Requirement	\$56 p/hr	\$48 p/hr	\$48.00 p/hr	1/2 Hourly Rate
Group 2** Non-Profit Adult Group, Meeting 51% Residency Requirement	\$84 p/hr	\$72 p/hr	\$72 p/hr	3/4 Hourly Rate
Group 3*** For-Profit Agency	\$112 p/hr	\$96 p/hr	\$ 96 p/hr	Full Hourly Rate

Field Maintenance Weekly						
Task	Mowing	Labor for String Trimming	Riding and Lining	Labor For Litter		
Average Frequency	1 Weekly	1 weekly	4 Weekly	1 Weekly		
Staff Members	2	2	2	1		
Hours Necessary to Complete Tasks Above					Total Hours Per Week Per Field	Cost for 12 Week Season
Brainard Park (Mens)	4	2	4	4	14	\$ 18,800.88
Brainard Park (Girls)	2	1	4	1	8	\$ 10,743.36
Whit Acres	2	1	2	1	6	\$ 8,057.52
Barnard	2	2	1	1	6	\$ 8,057.52
ACC (1,2,3)	6	4	16	4	30	\$ 40,287.60
ACC (4,5,6)	1	2	4	1	8	\$ 10,743.36
Annex (VBB, JVBB)	4	4	4	1	13	\$ 17,457.96
Annex (VSB, JVSb)	4	4	4	1	13	\$ 17,457.96
EHS (VBB, JVBB)	4	4	4	1	13	\$ 17,457.96
EHS (VSB, JVSb)	4	4	4	1	13	\$ 17,457.96
JFK (SB, BB)	4	6	4	1	15	\$ 20,143.80
Powder Hollow 90'	4	2	2	1	9	\$ 12,086.28
Powder Hollow 60'	2	1	2	1	6	\$ 8,057.52
Powder Hollow T-Ball	1	1	1	1	4	\$ 5,371.68
Mark Twain (1,2)	4	2	4	1	11	\$ 14,772.12
Parkman (1,2)	4	1	4	1	10	\$ 13,429.20
ESS	2	1	2	1	6	\$ 8,057.52
Eli Whitney (Road, Pasture)	4	1	4	1	10	\$ 13,429.20
Eli Whitney T-Ball	1	1	1	1	4	\$ 5,371.68

199 \$ 267,241.08

Annual or As Needed									
Task	Labor For Dethatching	Leaf Removal	Fertilizing	Maintenance Spring and Fall	Weed Control	Pumping			
Average Frequency	1 Annually	2 Annually	2 Annually	2 Annually	2 Annually	As needed			
Staff Members	2	2	2	5	2	2			
Hours Necessary to Complete Tasks Above							Total Hours Annually	Annual Cost	Cost for 12 Week Season
Brainard Park (Mens)	8	8	4	32	4	4	56	\$ 6,266.96	\$ 3,133.48
Brainard Park (Girls)	2	4	2	12	4	2	24	\$ 2,685.84	\$ 1,342.92
Whit Acres	2	4	2	8	4	2	20	\$ 2,238.20	\$ 1,119.10
Barnard	4	8	0	8	0	1	20	\$ 2,238.20	\$ 1,119.10
ACC (1,2,3)	12	12	0	36	3	6	63	\$ 7,050.33	\$ 3,525.17
ACC (4,5,6)	12	12	0	12	3	1	39	\$ 4,364.49	\$ 2,182.25
Annex (VBB, JVBB)	16	16	0	32	0	4	64	\$ 7,162.24	\$ 3,581.12
Annex (VSB, JVSb)	16	16	0	32	0	4	64	\$ 7,162.24	\$ 3,581.12
EHS (VBB, JVBB)	16	16	0	32	0	4	64	\$ 7,162.24	\$ 3,581.12
EHS (VSB, JVSb)	16	16	0	32	0	4	64	\$ 7,162.24	\$ 3,581.12
JFK (SB, BB)	16	16	0	32	0	4	64	\$ 7,162.24	\$ 3,581.12
Powder Hollow 90'	8	8	0	16	1	2	33	\$ 3,693.03	\$ 1,846.52
Powder Hollow 60'	4	10	0	12	1	2	27	\$ 3,021.57	\$ 1,510.79
Powder Hollow T-Ball	1	1	0	4	0	1	6	\$ 671.46	\$ 335.73
Mark Twain (1,2)	8	8	0	24	1	4	41	\$ 4,588.31	\$ 2,294.16
Parkman (1,2)	8	8	0	24	0	4	40	\$ 4,476.40	\$ 2,238.20
ESS	4	4	0	8	0	2	16	\$ 1,790.56	\$ 895.28
Eli Whitney (Road, Pasture)	8	8	0	24	0	4	40	\$ 4,476.40	\$ 2,238.20
Eli Whitney T-Ball	1	1	0	4	0	1	6	\$ 671.46	\$ 335.73

\$ 84,044.41 \$ 42,022.21 \$ 309,263.29

Field Maintenance Weekly							
Task	Mowing	Labor for String Trimming	Layout /paint	Net Setup/Removal	Labor For Litter		
Average Frequency	1	1	1+	1+	1		
Staff Members	2	2	2	2	1		
Hours Necessary to Complete Tasks Above						Total Hours Weekly	Cost for 12 Week Season
Shaker (10 fields)	10	2	4	5	1	22	\$ 25,248.96
Mark Twain (4 Fields)	5	1	3.5	5	1	15.5	\$ 17,789.04
Hazardville Memorial (4 Fields)	4	2	4	3	1	14	\$ 16,067.52
Prudence Crandall (6 Fields)	5	1	3	0	1	10	\$ 11,476.80
Senior Center (1 Field)	2	1	3	1.5	1	8.5	\$ 9,755.28
Annex (Ramblers Fall)	4	1	4	0	1	10	\$ 11,476.80
Annex (4 Fields)	4	1	4	8	1	18	\$ 20,658.24
Mt Carmel (once) (2 Fields)	5	2	1	3	1	12	\$ 13,772.16
EHS (Spring) (4 Fields)	16	2	3	0	1	22	\$ 25,248.96
EHS (Fall) (5 Fields)	22	2	4	7	1	36	\$ 41,316.48
JFK (3 Fields)	16	4	3	3	1	27	\$ 30,987.36
						195	\$ 223,797.60

Annual Services or As Needed									
Task	Labor For Dethatching	Leaf Removal	Fertilizing	Maintenance Spring and Fall	Weed Control				
Average Frequency	1 Annually	2 Annually	2 Annually	2 Annually	2 Annually				
Staff Members	2	2	2	5	2				
Hours Necessary to Complete Tasks Above						Total Hours Annually	Annual Cost	Cost for 12 Week Season	Total 12 Week Season Cost
Shaker (10 fields)	8	8	4	32	4	56	\$ 64,270.08	\$ 32,135.04	\$ 57,384.00
Mark Twain (4 Fields)	2	4	2	12	4	24	\$ 27,544.32	\$ 13,772.16	\$ 31,561.20
Hazardville Memorial (4 Fields)	2	4	2	8	4	20	\$ 22,953.60	\$ 11,476.80	\$ 27,544.32
Prudence Crandall (6 Fields)	4	8	0	8	0	20	\$ 22,953.60	\$ 11,476.80	\$ 22,953.60
Senior Center (1 Field)	12	12	0	36	3	63	\$ 72,303.84	\$ 36,151.92	\$ 45,907.20
Annex (Ramblers Fall)	12	12	0	12	3	39	\$ 44,759.52	\$ 22,379.76	\$ 33,856.56
Annex (4 Fields)	16	16	0	32	0	64	\$ 73,451.52	\$ 36,725.76	\$ 57,384.00
Mt Carmel (2 Fields)	16	16	0	32	0	64	\$ 73,451.52	\$ 36,725.76	\$ 50,497.92
EHS (Spring) (4 Fields)	16	16	0	32	0	64	\$ 73,451.52	\$ 36,725.76	\$ 61,974.72
EHS (Fall) (5 Fields)	16	16	0	32	0	64	\$ 73,451.52	\$ 36,725.76	\$ 78,042.24
JFK (3 Fields)	16	16	0	32	0	64	\$ 73,451.52	\$ 36,725.76	\$ 67,713.12
							\$ 622,042.56	\$ 311,021.28	\$ 534,818.88

