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ROSE MARIE ANGELONI

DEPUTY MAYOR  
JEFFREY A. MACMILLEN

TOWN MANAGER  
MICHAEL P. DOWNES



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NICHOLAS PALLADINO  
RONALD PELLICCIA, JR.  
ROBERT H. WHITWORTH, JR.  
THOMAS P. ZAMPANO

# TOWN OF NORTH BRANFORD

TOWN HALL, 909 FOXON ROAD, NORTH BRANFORD, CONNECTICUT 06471  
TOWN MANAGER (203) 484-6000 TOWN HALL FAX (203) 484-6025

## MINUTES BLUEPRINT COMMITTEE OF NORTH BRANFORD, CONNECTICUT

**Thursday, November 20, 2025**

**Atwater Memorial Library  
7:00 p.m.**

Chairman Zampano called the meeting to order at 7:02 p.m.

### **1. Salute to the Flag**

### **2. Roll Call**

**Present:** Chairman Zampano, Vice Chairman Armin, Member Jennifer Ash, Member Matt Fleming, Member Melinda Fonda, Member Bonnie Symansky, and Member Steve Torino.

**Not Present:** Deputy Mayor Jeff Macmillen, Member Robert Nowak, Member Barry Ponder, Member Robert Nowak; Town Manager Downes.

**Also Present:** Assistant Town Manager Burke; DPW Fran Merola; Director of Parks & Rec; Chrysanne Vogt, Resident; Kara Papa, Resident.

### **3. Approval of Minutes**

#### **a. October 23, 2025**

**Motion:** To approve the minutes of October 23, 2025.

**Moved:** Vice Chairman Armin

**Second:** Member Fonda

**Discussion:** None

**With all in favor, the motion is passed.**

**Abstain:** Member Bonnie Symansky

### **4. Old Business: Discussion & Action**

#### **a. Update on North Branford Town Properties**

No new updates since last month.

#### **b. Review and discuss on Parks and Recreation Fields**

Parks & Rec Director Haynes provided a simplified version for the fields with the usage, lighting, and irrigation. Updated permitted hours. Does not include non-permitted hours, or BOE usage. There was a discussion with DPW Merola about the lighting, etc. and the cost, but that would take more time. There will be a more detailed analysis of the number of kids, etc.

DPW Merola said that they would be able to provide the maintenance costs and what was spent on maintenance for the fields. BOE is part of the field's usage as well. Reviewing the trend for sports. Also to include the presidents of the sports orgs to discuss trending.

Member Symansky asked if the lighting is expensive, could it be tied to the solar farms if upgraded. Asst. Town Manager Burke said he could look into it to see if the lighting is something that could be tied in at some point.

Member Fleming stated that before we recommend specific upgrades, we want to figure out the most efficient layout for those fields.

Member Fonda suggested that when we build the fields that we would create a sports complex. Kerry would love to have a meeting with all parties involved to put together a plan.

DPW Merola said the irrigation would need to be upgraded on all of those fields. But we want to be sure that's the plan. The fields are being used more than they should be.

Member Symansky asked which fields are the cheapest to maintain. DPW Merola said none of them are cheap to maintain, as they are all being over used and the fields have no time to rest.

DPW Merola said it is frustrating as Little League plays 2 seasons. All of the sports are playing year-round almost. They are constantly spraying paint and pushing over 300 5 gal pails. The fields aren't getting rested. They plant new grass and then it gets all messed up.

Bonnie mentioned on the wellness committee for the schools the school nurses said they have seen more orthopedic injuries as the kids are not resting and constantly playing sports.

Member Fonda suggested that Parks & Rec Director Haynes, DPW Merola work together to make a plan. DPW Merola wants to bring in the BOE, since they use some of the regular town fields. The HS baseball field needs to be completed reconstructed.

Chairman Zampano said many elements to this huge project. It would be best to set up an outline of the project, and then what is happening with the fields. And put on paper the concept based on the needs then bring in the president of the sports orgs.

Chairman Zampano asked Parks & Rec Director Haynes, DPW Merola and Parks & Rec Chair Torino come up with a basic sketch on what is needed.

Parks & Rec Director Haynes and DPW Merola will work together to get cost numbers on maintenance, and work to make a plan to present at the December meeting.

Chairman Zampano asked who makes the decisions on the weather. Parks & Rec Director Haynes mentioned that he trusted the league organizations decisions, but there were decisions made by some organizations that cost the towns thousands of dollars. Parks & Rec Director Haynes shared that the Town of Branford has a grounds crew and Park and Rec has their own grounds crew. So, the Parks & Rec Grounds crew would be the ones who make the decision on whether the fields are playable as they work on a different schedule.

Parks & Rec Chairman said that within the project there are many variables lacrosse on Mill Rd ordinances as it's a residential field. Utilities bill for UI compared to Wallingford Electric. Park & Rec would want to get on Wallingford Electric side.

**Motion:** To add 2026 Meeting Schedule to the agenda under 5c.

**Moved:** Vice Chairman Armin

**Second:** Member Ash

**Discussion:** None

**With all in favor the motion is passed.**

**Motion:** To add in the EDC discussion to the agenda under 5d.

**Moved:** Vice Chairman Armin

**Second:** Member Fonda

**Discussion:** None

**With all in favor, the motion is passed.**

## **5. New Business: Discussion & Action**

### **a. Update on the Town Center Committee**

### **b. Report on the Committee's Progress**

### **c. 2026 Meeting Schedule**

**Motion:** To approve the 2026 meeting schedule with the changes noted.

**Moved:** Vice Chairman Armin

**Second:** Member Fonda

**Discussion:** October meeting listed should be Oct 22, 2026 and not Oct 23rd, 2026.

**With all in favor, the motion is passed.**

## **D. EDC Discussion**

Chairman Zampano asked Asst. Town Manager Burke to join the meeting to discuss his policy that was drafted for the use of funds from town sold property.

Asst. Town Manager Burke created this policy to support initiatives to promote sustainable economic growth, expansion, and business retention.

Asst. Town Manager Burke shared the application process under this policy. Applications would be submitted to the Assistant Town Manager for initial review. Upon review, the completed applications will then be brought forth to EDC to review. The EDC will then provide a favorable or unfavorable review of the applications and provide a recommendation to go to the Town council for their review and approval.

Kara Papa, resident, asked about part of the Economic Development Fund Policy. There is an item within the policy that states Unacceptable use of Funds- Capital projects on Town Buildings without explicit connection to economic development. Should that also include the town fields? Assistant Town Manager Burke responded that he could review it to see if it could include town property.

Assistant Town Manager Burke shared an example that if there is a parcel is privately held; for example Central plaza if something could be done to advance the economic development of the town then it would be something to discuss.

**6. Citizens Statement**  
**7. Adjournment**

**Motion:** To adjourn at 8:12 p.m.

**Moved:** Vice Chairman Armin

**Second:** Member Fleming

**With all in favor, the motion is passed.**

Respectfully submitted by Kathleen Daly, Board Clerk

November 21, 2025