

2026 Spring/Summer Field User Meeting



Tuesday, February 10, 2026
6:30 pm
Zoom Meeting

**Hosted by Missy Orosz-Parks & Recreation Director &
Sheila Casinelli-Asst. Superintendent of Schools**

It is mandatory to have one (1) representative from your organization to attend our bi-annual field users meeting. We will be discussing paperwork and fees required, scheduling concerns, due dates and field use limitations.

**Please RSVP by February 6, 2026 to morosz@monroect.gov
or call 203-452-2806 x 1067 to get the link to join us.**



Monroe Parks and Recreation
Wolfe Park · Masuk Pool · Lake Zoar
Webb Mountain Camping



Monroe Parks and Recreation Department - Wolfe Park Field Permit Request 2026

Possession or consumption of intoxicating substances, including alcohol and beer, is prohibited on all park property

PLEASE PRINT

Application Date _____

- Person/group requesting use _____
- Purpose for which facility will be used _____
- Total number of people expected _____ Number of residents _____ Will admission be charged _____

Date(s)	Days	Time From (no sooner than 8:30 a.m.)	Time To (no later than sunset before Memorial Day weekend & after Labor Day)
_____	Sunday	_____	_____
_____	Monday	_____	_____
_____	Tuesday	_____	_____
_____	Wednesday	_____	_____
_____	Thursday	_____	_____
_____	Friday	_____	_____
_____	Saturday	_____	_____

Insurance Certificate expiration date _____
APPLICATION WILL NOT BE ACCEPTED WITHOUT THIS INSURANCE CERTIFICATE

*** Separate form requested for each field area when submitting.
 Youth league leader will be required to attend field meeting prior to any use.**

4. Circle facility requested:

Baseball/Softball Fields

- East (pool side): #1 – baseball only (by tennis courts) #2 - baseball only (by Cutlers Farm Rd/Senior Center)
 #3 -softball/baseball (back by football scoreboard) #4 softball only (by gravel overflow parking lot)
- West (lake side): #5 – softball only right side (near Oak Grove) #6 -softball only (top of hill/walkway) #7 – Softball only (back of hill/far corner)

Football/Soccer/Lacrosse Fields

- East (pool side): #A1. Football Field #B2. New "Practice" Field (small field behind tennis courts) #C3 Jr.Soccer A (behind basketball courts)
- West (lake side): #D4 Jr. Soccer B (small field in between fields #6 & #7) #E5-Soccer C & D (large field) #F6 Mini Field(in right field of #5)

Tennis courts, Volleyball Sand Courts, Pickleball Courts or Basketball Courts require a different procedure internally at office only for use.

The undersigned does hereby individually and as duly authorized agent for the applicant hold the Town of Monroe harmless from any loss claim expense or liability arising out of persons and groups using Town of Monroe Parks and Recreation facilities pursuant to this application.

The undersigned, individually and as duly authorized agent for the applicant further agrees to comply with all rules and regulations associated with Town of Monroe Parks and Recreation facilities. (SEE REVERSE SIDE – FULL COPIES AVAILABLE UPON REQUEST).

Groups not cleaning up or causing damages will be billed the total cost (including labor) of all repairs and maintenance plus will be required to post a \$100 deposit if future usage is permitted. **STICKER PARKING ONLY IN THE EAST (POOL) PAVED LOT AND STICKER OR VEHICLE FEE REQUIRED TO ACCESS THE WEST (LAKE) FIELDS MEMORIAL DAY WEEKEND TO LABOR DAY.** If any change in plans occurs, contact the Parks and Recreation Office Monday-Thursday 8:30am-4:30pm and Friday 8:30am-1:30pm at 203-452-2806.

**I AM 18 YEARS OF AGE OR OLDER AND HAVE ATTACHED A PHOTO COPY OF MY DRIVERS LICENSE AS PROOF.
 APPLICATION CAN NOT BE ACCEPTED WITHOUT IT. This is new requirement!**

Printed Name _____ Address _____
street town zip

Telephone _____ Signature _____

Note: submit this application with insurance and full payment to the Parks & Rec. Dept. Office by due date. **Approval (or denial) will be emailed.** Approved application must be with coach/league representative to show park staff or police upon request. **GROUPS MISREPRESENTING THEIR SIZE OR RESIDENCY WILL BE ASKED TO LEAVE THE FACILITY AND COULD LOSE THEIR PERMIT.**

(OVER)

Regulations for Use of Wolfe Park Athletic Fields

The intent of the following regulations are to insure and preserve the high quality of the Wolfe Park athletic fields and to minimize their total maintenance costs:

A. General Information for ALL Areas:

1. All users must comply with all facility use application procedures, open space regulations and all other rules and regulations established by the Monroe Parks and Recreation Department/Commission including the prohibition of alcohol at all fields, leaving park by sunset and presenting a certificate of insurance liability in the amount of \$1,000,000 naming the Town of Monroe as "additional insured." The application will neither be accepted nor approved without this policy.
2. **Parks and Recreation Department sponsored programs have priority use of all fields.**
3. Permit holders have priority use of a field at their time. If no reservations are made, all play is on a first come first serve basis.
4. To minimize turf damage, athletic play is restricted to those athletic fields intended for their use and is not allowed on other turf areas: i.e. picnic grounds, buffer areas, etc.
5. **Fields should not be utilized when wet if such use will cause damage to the turf. Designated Parks and Recreation Department personnel will have the final decision as to the suitability of the fields for play. Every effort will be made to provide as much advanced notice as possible to groups having reservations. The Parks and Recreation Department cancellation phone line is utilized for Parks and Recreation Department sponsored programs only and will be updated daily by 1:00pm. Other field users should utilize their own cancellation procedures.**
6. Repairs should not be attempted on any fields (Parks and Recreation should be notified immediately of a problem).
7. All users are asked to minimize turf wear whenever possible.
8. If a field is closed for daily, seasonal or yearly renovations/maintenance all usage of the area is prohibited.
9. Applicant is responsible for informing all coaches, spectators, participants, officials, visiting teams, etc., of all park rules and regulations including sticker parking and vehicular access restrictions (do not park, pick up nor drop off passengers on Cutlers Farm Road, NO DOGS!).
10. Participants use all facilities at their own risk.
11. From the first sound of thunder until 30 minutes after the last sound of thunder field usage must cease and everyone must vacate the field area and return to the safety of private vehicles.

B. Jr. Soccer Field A Plus Soccer Fields B, C, & D (also see Section A):

1. Baseball or softball is not allowed on field A.
2. Players should refrain from digging holes with their feet.
3. The field will be lined as needed (usually weekly). Should a field be lined for an organization and not used, the Town may seek reimbursement for the cost of labor and materials. Notification must be received 48 hours in advance (i.e. by 10 a.m. Thursday for a scheduled weekend usage).
4. The movement and secure installation of portable goals are the responsibility of the field users and not the responsibility of the Parks and Recreation Department. Should the portable goals and sand bags not be moved off of the field in a timely fashion it could effect your next use.
5. Portable goals cannot be set up in their "game" location for practice.

C. Ball Diamonds (also see Section A):

1. Baseball (requiring 90' baselines) is allowed on Diamond #2 and prohibited on all other diamonds. Play requiring less than 90' baselines (softball or hardball) is prohibited on Diamond #2.
2. Pitching batting practice: a) against the backstops or any fencing is prohibited b) allowed only when a catcher or some form of approved protective device for the backstop is employed c) allowed from the dirt area of the mound only (Diamond #1 and #2).
3. If a request is made to extraordinarily prepare a field (i.e. a big game, special event, tournament, etc.) and more than routine maintenance is required (additional lining, dragging, watering, etc.), the infield and lined areas must be stayed off of except for pregame infield practice.
4. Excessive wear of grass infields should be avoided.
5. Intentionally batting balls into fencing is prohibited.
6. Games and practices will be assigned to a diamond and cannot be conducted in other areas.
7. Also see #2 - #5 of Section B.

D. Football Field (also see Section A):

1. Allocated in the fall for "game use" only to organized football associations/or lacrosse clinics. Casual or informal play is prohibited on the game field itself, it is permitted on other grass areas.
2. Organized football practices are not permitted on the game field nor its end zones (special exceptions may be permitted by the Director of Parks and Recreation with 48 hours advance notice). They must be confined to the area south of the football field (right field of Diamond #3 and left field of Diamond #2) and off of each infield. If necessary, a line will be painted to designate the proper area.
3. Also see #2 - #6 of Section B.

Failure to comply with the above regulations will jeopardize an organization or individual's current and/or future usage of the Wolfe Park facility.

Addendum to Rules for Athletic Field Usage

1. BEHAVIOR

- A. **Possession or Consumption of Intoxicating Substances, Including Alcohol and Beer, Is Prohibited in All Areas Without the Written Permission of The Parks And Recreation Commission.**
- B. Each field applicant is responsible for informing all coaches, spectators, participants, officials, visiting teams, etc., of **ALL** park rules and regulations including parking, vehicular access restrictions, and the prohibition of animals.
- C. **Parks and Recreation staff has the final say on the suitability of the fields for usage. Be sure all participants, coaches and visiting teams are aware of this.**
- D. **Parks and Recreation sponsored programs have priority usage of all fields and courts.**
- E. You may make additional copies of approved permit as needed.

2. PARKING/VEHICLE ADMISSION

- A. All vehicles parked in the east (pool) paved lot between Memorial Day weekend and Labor Day must have a current Wolfe Park sticker or risk receiving a parking ticket from the Monroe Police Department (\$30 fine). Admission to the west (lake) areas is by park sticker or fee during the same months. Park stickers are issued free to residents and non-resident pool members – restrictions apply. See park website or pool/park admissions monitor for additional information.
- B. Other vehicles should park in the east overflow/non-sticker lot in straight lines as indicated on the signs.
- C. Any state handicapped stickered vehicle may park in any of the east side designated handicapped spaces (access is still by park sticker or fee only to west-lake area) – see "F" below.
- D. All vehicles must park in the lots only - observe the no parking signs on Cutlers Farm Rd. and surrounding streets. Cars in paved lots must park in marked spaces only.
- E. Bus parking allowed in east overflow lot only, buses are not allowed on the west side of park.
- F. Sports Passes – good for limited admission to Great Hollow (west side) of park only and not valid on east or pool side. Intended for visiting relatives, teams, etc. Issued to applying organization only – not individuals.
- G. Town is not responsible for damage to individual vehicles.

3. FEES

A membership or fee is required for admission to the pool or beach. Inquire about our guest of member punch cards. See website for up to date information.

4. REFUSE/VANDALISM

- A. Place all garbage in containers provided or in plastic bags.
- B. Utilizing an area not intended for athletic usage or when told not to do so will be considered vandalism.
- C. Groups not cleaning up or causing damages will be billed the total cost (including labor) of all repairs and maintenance.

5. CLOSING

- A. All field users must be totally out of park by sunset on the parks east/pool side before Memorial Day weekend and after Labor Day and year round on the parks west/lake side.
- B. From the first sound of thunder until 30 minutes after the last sound of thunder field usage must cease and everyone must vacate the field area and return to the safety of private vehicles.



TOWN OF MONROE
PARKS & RECREATION DEPARTMENT
7 Fan Hill Road
Monroe, CT 06468
Phone: 203-452-2806
www.monroerec.org



Missy Mendygral Orosz, M.S., CPRP., CYSA., CCMO
Director of Parks & Recreation
mosorz@monroect.gov

Wolfe Park Field Usage Assessment 2026

To ensure Wolfe Park fields keep the high standards they have historically met, provide for their orderly improvements and additions plus to plan and construct additional playing fields with contributions from current and future athletic field users.

Received once yearly or per season from [Parks and Recreation Department and privately sponsored] field users prior to playing first regular season game.

1. Programs registering by individuals - \$15/player per season
2. Programs registering by team - \$200/team per season
3. Private/commercial sports camps -\$300/week or \$75/day in addition to the regular fee.
4. Documented/certified roster as proof of the number of participants/teams must be presented with payment.
5. Individual picnic groups would be charged \$75 for a two-hour time slot if available.
6. One check per program, in the form of a donation, payable to the "Town of Monroe" to be deposited in the Parks and Recreation Department's Wolfe Park Field Assessment account. Donations may be tax deductible for certain programs or business sponsors.
7. First regular season game is not allowed until fee is paid in full.
8. Programs wishing to practice only must pay in full prior to the first practice.
9. Programs having multiple seasons will pay per season.
10. Once received, fees are non-refundable.
11. Parks and Recreation Commission will review the assessment annually or at a regularly scheduled meeting. Any changes to the assessment must be approved by the Town Council.
12. Additional donations can be made to this field account over and above the assessments with the acceptance or rejection of this donation, including specific restrictions, made by a vote of the Parks and Recreation Commission.

The undersigned, individually and as duly authorized agent for applicant further agrees to comply with all rules and regulations associated with the Town of Monroe Parks and Recreation Wolfe Park Field Usage Assessment.

Printed Name _____ Address _____

Telephone _____ Signature _____ Date: _____

Email address _____



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Reminders for upcoming field/facility use for Spring & Summer 2026
Youth and Adult Sport Leagues

- *Permit request are due no later than March 6, 2026. Approved permits for Wolfe Park will be given back to organizations prior to 3/27/26. Board of Education may have other restrictions.
- *The permit can only be from 4/4/26-6/6/25 and/or 6/7/26-8/1/26
Additional dates may require paperwork and another small fee.
- *Field Assessment Fees, Insurance, Rosters are due prior to getting on the fields, if approved.
- *Game schedules need to be in as soon as possible to get on the master board in order to have fields lined, groomed and ready. (Only when your initial permit is approved-Do not schedule games with your leagues until you know you have the field!)
- *Priority for field use allotment: Wolfe Park (Pool side & Lake side)
 - 1- In house sponsored Monroe Parks & Recreation programs/camps/activities/leagues
 - 2-Town wide Monroe Community Events
 - 3-Monroe Board of Education Interscholastic Teams (Masuk & Jockey Hollow)
 - 4-Monroe Youth community-based sports leagues that are in their primary season
(Soccer/Football/Cheer) Fall primary/Spring & Summer secondary
(Softball/Baseball/Lacrosse) Spring & Summer primary and Fall secondary
 - 5-Monroe Adult community-based sports leagues that are in their primary season
(Soccer/Football/Cheer) Fall primary/Spring & Summer secondary
(Softball/Baseball/Lacrosse) Fall secondary/Spring & Summer primary
 - 6-Non Monroe community based leagues, teams or programs for youth and adults
- *Priority for field use allotment: Board of Education Fields
 - 1-Monroe Board of Education Interscholastic Teams (Masuk & Jockey Hollow)
 - 2-Monroe elementary school events/PTA (Monroe El, Fawn Hollow & Stepney)
 - 3-Monroe Parks & Recreation programs/camps/activities/leagues
 - 4-Town wide Monroe Community Events
 - 5-Monroe Youth community-based sports leagues that are in their primary season
(Soccer/Football/Cheer) Fall primary/Spring & Summer secondary
(Softball/Baseball/Lacrosse) Spring & Summer primary and Fall secondary
 - 6-Monroe Adult community-based sports leagues that are in their primary season
(Soccer/Football/Cheer) Fall primary/Spring & Summer secondary
(Softball/Baseball/Lacrosse) Fall secondary/Spring & Summer primary
 - 7-Non Monroe community based leagues, teams or programs for youth and adults

*Reminder that our department has increased the programming we offer at Wolfe Park and it is not automatic you will get all of the field allotment you have received in the past. BOE and P & R will work together to try to accommodate as best as we can. Do not commit to hosting any games until you find out what you have for use.

*There cannot be changing of your permit days/times with other organizations not affiliated with your permit without alerting the Parks & Recreation Director or her designee when absent. We need a maximum of 24 hours' notice if a scheduled practice turns into a game so the field can be lined correctly. The park staff who lines the field only works 6:30 am-3:00 pm.

*Please do not drive vehicles on any fields and if you are using outside vendors to deliver equipment and such it is your responsibility to be there when they arrive to ensure this. (Food, equipment and team photo vendors, portable toilet rental companies, drop offs of elderly, etc)

*Valid park stickers will be required to park in the paved pool parking lot and down at Great Hollow Lake from the Saturday of Memorial Day through Labor Day Monday. Visiting teams will have to park in the gravel parking lot on the Cutlers Farm Road side of Wolfe Park. It's your responsibility to communicate to your visiting teams and fans on the proper areas to park and to follow all park rules. Especially No Dogs! **At any time we reserve the right to revoke your permit. Its up to you to make sure your program and its visitors & fans follow our house rules.**

*Only one representative will be contacted by our department as the liaison for issues with fields. We do not speak with individual coaches and/or parents. Information about closing fields due to weather related issues will be made around 1:00pm Monday through Friday and by 8:00 am on Saturday/Sunday through our internal field user's email chain. You would be the one to contact your league accordingly. We also use our information hotline at 203-339-6106 that anyone can call.

*You must stick to your permit dates/times as we do schedule activities back to back sometimes and you need to assist in moving goals/wind screens/benches/bases when you are done off to the side on the multi-use areas.

*Let's all have a great season and work together! The new practice is ready for use. The West Field (larger field) is not quite ready. Madison Canalori, Parks Maintenance Crew Leader, Bill Phillips, Deputy Director of Public Works will again be assisting this department in making the decisions on keeping fields open or to close in case of weather-related issues/or unforeseen circumstances. The integrity of all field areas is important to uphold. Be prepared to be flexible and respect the decisions we may have to make.



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Field Use Checklist

Season _____

Group Name: _____

Application Complete: _____

Signed agreement: _____

Insurance: _____

Game Schedule: _____

Rosters: _____

Fee paid: _____

Entered in K Drive rainbow schedule: _____

Any other notes: _____