

MINUTES  
PARK AND RECREATION COMMISSION  
January 5, 2016

PRESENT: Chairman Joe Schettino (arrived 7:10 p.m.), Commissioners; Michael Sutyla, Robert Karcich, Robert Neri, Ronald Stopkoski, Julie Mendez, P&R Director Robert Potter

ABSENT: Vice Chairman, Harry Swaun

Guests: Public Works Director, Peter Neff

The meeting was called to order at 7:10 p.m.

Minutes:

A motion was made by M. Sutyla, seconded by R. Karcich to approve the minutes of November 10, 2015 as submitted. The motion carried unanimously.

Correspondence: None

Sub-Committee Reports: None

Old Business:

Town Beach Improvements:

- P. Neff reported there is approximately \$20,000 to \$22,000 of the FEMA money remaining
  - Proposals to consider are as follows:
    - An expansion to the existing playscape; the installation of additional equipment (R. Potter has sent the septic layout to the playscape contractors for their review)
    - Extension of the sidewalk from the bridge to walkway to waterpark
    - Boardwalk down to the pavilion area (currently there is a gravel path)
- The beach is closed for the season and some maintenance issues will be addressed
  - The springs for the 4 seater bounce around will be repaired/replaced
- Discussed how the 4 year old concession stand building is holding up
  - The flush valve was repaired/replaced
  - Water park nozzle was adjusted – a booster tank may be needed
  - The Ansel system and hood will be inspected next year
  - The tree overhanging the concession stand needs to be trimmed and maintained

New Business:

Elections:

- Chairman: J. Schettino was nominated to be Chairman and nominations were closed. A motion was made by R. Karcich, seconded by R. Neri to elect J. Schettino as Chairman of the Park and Recreation Commission. The motion carried unanimously.
- Vice Chairman: H. Swaun was nominated to be Vice Chairman and nominations were closed. A motion was made by R. Karcich, seconded by M. Sutyla to elect H. Swaun as Vice Chairman of the Park and Recreation Commission. The motion carried unanimously.

Vote on Calendar of Meeting Dates:

The monthly meetings of the Park and Recreation Commission will be held at the Park and Recreation Building at 7:00 p.m. on the following nights:

February 2, 2016	May 3, 2016	August 2, 2016	November 1, 2016
March 1, 2016	June 7, 2016	September 13, 2016	Dec – No meeting
April 5, 2016	July - No meeting	October 4, 2016	January 10, 2017

A motion was made by M. Sutyla, seconded by R. Karcich to adopt the 2016 meeting dates calendar as presented. The motion carried unanimously.

#### Set Schedule Meeting Date:

All athletic schedules have to be submitted to the Park and Recreation office by end of business day February 19, 2016. There will be **NO** grace period. All coaches will be notified this week and again at the end of January via e-mail with a copy of the e-mail sent to Chairman J. Schettino.

The Schedule meeting will be held during the Park and Recreation Commission's regular March meeting.

#### Website:

P. Neff reported the new town wide website will go live soon and will include all departments. The forms, fees, pay on line capability and registrations for all Departments will be available via the website.

#### Footbridge:

The Harbor News reported a footbridge will be constructed at the end of IRRC. This is inaccurate information and nothing is in the works at this particular time.

#### Director's Report

- The Steap grant and where and what it can be spent on was discussed.
  - The funds are to be used for improvements only to the Peters Complex - the building of a locker room facility/concession stand - either as one building or two separate buildings (locations to be determined – these considered locations were reviewed and will be discussed in more depth at a later date)
  - Or the funds can also be used for the installation of a turf field at the Peters Complex football field (The commission discussed asking the town for additional monies to complete this project – this will be added to the February meeting)
  - The Board of Selectmen have accepted the Steap grant
  - The Municipal Building Committee will handle the improvements and two (2) members of the Park and Recreation Commission will be included on this committee to provide ideas, intentions and prioritize concepts
  - There are not enough funds to complete both the locker room/concession stand and the turf field
- The part-time Clerk's position will be posted next week as a permanent part-time position for 19.5 hours Monday thru Friday from 9 a.m. to 1 p.m.
  - R. Potter continues to stress in his budget that this part-time position needs to be full time – considering the number of programs provided and the percentage of the population taking part in these programs
- The budget was presented to the First Selectman and Finance Director – it was well received
- The budget will be presented to the Board of Selectmen on Wednesday, January 13, 2016. A reminder e-mail will be sent out to commissioners.
- Peters Complex tennis courts are beyond repair and too expensive to replace them.
  - There will be an adequate number of courts at the new Morgan School, all with lights (on the same lighting system/program as all town athletic fields)
  - These courts will be available to the public – the usage of these tennis courts will be clarified with Superintendent J. Cross.
  - A motion was made by R. Stopkoski, seconded by R. Karcich to authorize R. Potter to notify J. Murphy that the funds currently in the Capital Expenditure budget for the tennis courts at the Peters Complex can be removed. The motion carried unanimously.

- Town Report has been written and submitted for the Annual Report.
- Spring sports program 2016
  - This is a draft policy detailing the DO's and DON'Ts for field use by scheduled athletic games prepared by Director of Public Works P. Neff
  - This policy needs to be endorsed/adopted by the Park and Recreation Commission.
  - Add this to the February agenda for a more in depth discussion and forward all suggestions/comments to R. Potter. These comments/suggestions will then be forwarded to P. Neff for review and possible inclusion.
  - The coaches will need to sign off on this policy
- Scheduling software
  - This was briefly discussed

A motion was made by M. Sutyla, seconded by R. Karcich to adjourn the meeting at 8:37 p.m.

Respectfully submitted,

Wendy McDermott  
Clerk