

## Park and Recreation Commission Meeting Minutes

**2016 2 2**  
**February 2, 2016**

### **Attendance:**

Robert Potter, P & R Director  
Joseph Schettino, Chairman  
Harry Swaun, V. Chairman  
Michael Sutyla

Robert Karcich  
Robert Neri  
Ronald Stopkoski  
Julia Mendez

**Guests:** None

### **Minutes:**

#### **January 5, 2016:**

Mr. Sutyla motioned to approve the minutes of the January 5, 2016 P & R Commission Meeting. Mr. Karcich Seconded the motion.

Vote: In Favor: Schettino, Sutyla, Stopkoski, Karcich, Mendez, Neri

Opposed: None

Abstained: Swaun

The motion passed

**Correspondence:** None

**Sub-Committee Reports:** None

Mr. Sutyla would like an update on our Bank Statements.

### **Old Business:**

#### **Action Items:**

**Town Beach Improvements:** The Director met with a Representative from Playscape to re-measure the area at the Town Beach playground. He will have more information for the Commission at their March meeting.

### **New Business:**

**Next P & R Commission Meeting:** March 1, 2016, at 7 p.m., at the P & R Building. This will be our scheduling meeting for Spring Sports. Lois will send out a second notice to the organizations that use our facilities, reminding them of the 4 pm, Feb. 19<sup>th</sup> deadline, for all requests. Any requests that come in after this deadline will not be addressed at our March 1<sup>st</sup> meeting.

Mr. Neri motioned to add the DPW Draft, related to Sports, to the Agenda. Mr. Sutyla seconded the motion and is passed unanimously.

Mr. Schettino stated that after he reviewed the input, he received from everyone, there seemed to be a general concern that there is a blur in the lines between DPW and P & R. Jurisdiction and authority still comes under the Park and Recreation; we do the scheduling, we decide who can use the fields and when they can use the fields, DPW maintains the fields. If anyone violates any of the guideline governing our facilities, penalties can only be enforced through the Park and Recreation not DPW. The document you looked over reads more like a DPW Policy.

Mr. Sutyla: We are the caretakers of the taxpayer's dollars. I believe that that whatever we come up with should be endorsed by P&R, DPW and the First Selectman.

Mr. Schettino: when it comes to the enforcement of any privileges, this is under P & R jurisdiction. If it is a Union issue, that is between DPW and the Town. Mr. Schettino will attempt to re-write the document, with everyone's input and send it out to the Commission for review.

## **2016 2 2 Minutes P & R Commission (continued)**

Mr. Neri: Can this be done by the March meeting? Mr. Schettino will try to have it out to the Commission by next week.

Mr. Stopkoski: Schedule Changes: DPW wants these emailed directly to them. All changes have to go through the P & R Office for approval and DPW can be copied after they are approved.

### **One Sport, One Season:**

Mr. Swaun just wanted to go on the record; we have too many sports going on at the same time. There isn't enough gym time now and there will be even less time next year.

### **Director's Report:**

Mr. Schettino – P & R Commission Clerk's Position: For clarification purposes; Our Clerk works for us by taking and posting our minutes and agendas, this is an appointed position and paid for out of a budget line item set up by the Board of Selectmen. We have no jurisdiction over P & R Personnel.

### **P & R Director:**

**STEAP GRANT:** Small Town Economic Assistance Program in the amount of \$500,000 for facility upgrades and improvements to the Ethel Peters Complex. There is a Special Town Meeting tomorrow, night, Feb. 3<sup>rd</sup>, at the Town Hall. I will have Lois send you the specifics via email.

**Recognizing Volunteers:** I am looking into what other Towns do in the way of recognizing their volunteers and their format. I would like to implement a program here. I am thinking that we could recognize one or two a year and pay for it out of our undesignated fund account. We rely heavily on our volunteers. We wouldn't be able to run some of our programs if it wasn't for our volunteers. Lois and I can come up with some nominations for the Commission to take under consideration. We can give you a little write up for each candidate. We would also have to work on criteria. Mr. Sutyla suggested that the Award be named after someone. This will be discussed further at the Commission's April meeting.

**P&R Budget:** currently we are in good shape.

**Board of Finance:** We will be presenting our Budget to the Board of Finance on Thursday, February 25, 2015. Their meeting begins at 6:30 p.m. in the Green Room, at the Town Hall.

**P & R Department – Part-time Clerk's Position:** Deadline for all applications is Thursday, February 4<sup>th</sup>. We hope to begin interviews next week.

**Town Website:** officially opened up on Monday, February 1, 2016. Please take a look at it and let us know if you see anything that needs to be changed.

**Recreational Software:** we decided on what software we are going to go with. The contract is with the First Selectman and he is having Town Counsel review it before he signs it.

Mr. Swaun motioned to adjourn. Mr. Karcich seconded the motion and it passed unanimously.

The meeting adjourned at 8:14 p.m.

Respectfully submitted by,

Lois A. Ruggiero,  
Assistant to P & R Director