

MINUTES
PARK AND RECREATION COMMISSION
March 16, 2021

PRESENT: Chairman Joseph Schettino, Commissioners Ron Stopkoski, Michael Sutyla, Julie Mendez, Chris Passante and Greg Maher

Also present: Director Robert Potter

The meeting was called to order at 6:01 p.m.

Minutes of January 19, 2021:

- A motion was made by R. Stopkoski, seconded by M. Sutyla to approve the Special Meeting Minutes of January 19, 2021 as submitted. The motion carried unanimously.

Budget for 2021-2022:

- Reviewed the 2021-2022 fiscal year budget submission and the following adjustments made to it:
 - R&M has been reduced from \$35,000 to \$30,000
 - \$50,000 is included to move the Pierson playground equipment to a different location
- It was noted that the beach will be open for an additional two weeks beginning Memorial Day weekend

Pavilion at Peters Complex:

- The pavilion has been delivered
- R. Potter met with the Clinton Building Inspector to obtain the necessary permits
- DPW is ready to grade the area marked by Aniskovich (he will also be asked to drive the stakes)
- (Plan A) W. Fritz has made a commitment to supply the necessary labor to install the slab
 - Still waiting to determine if he can supply the cement
- (Plan B) Little League has committed to donate additional money and provide labor to pour the slab
- The slab should be poured by the end of March to have the pavilion ready for Opening Day on April 24th
- The grass, landscaping and signage still need to be addressed

General Field Conditions and Preparation:

- The fields will be ready when fields open officially
- Eliot Field is in good condition
 - The press box needs some attention
 - Discussed the extra parking area
- Turf Field was inspected and can be opened with the rest of the fields
 - Some seams will need to be repaired

Use of Pierson School field:

- Town Manager Kilduff authorized the Park and Recreation Commission to schedule the field at Pierson
- Walked the field with the DPW and it is in good condition
- A porta-potti will be located at Pierson School

Disposition of Pierson School playground equipment:

- The renewed lease for the land abutting the Adam Stanton House expires July 1, 2021
- This will be discussed at the May Park & Recreation Commission meeting
 - Supply an updated quote to move, install and recertify playground equipment
 - One to three possible location(s) for the equipment
- A motion was made M. Sutyla, seconded by R. Stopkoski to move "Disposition of Pierson School playground equipment" to the May, 2021 meeting. The motion carried unanimously.

Beach Concession Contract:

- John Annelo owner of “Hog Wild Barbeque” will take the option
- A motion was made by M. Sutyla, seconded by R. Stopkoski to recommend no fee be charged this year for “Hog Wild’s” contract renewal. The motion carried unanimously.
- J. Schettino will prepare an addendum to Hog Wild’s contract to include:
 1. Open Memorial Day weekend
 2. Remain open until the beach closes for the season or at until September Labor Day
 3. After the beach closes, can stay open after 5 p.m. – hours determined by Hog Wild
 4. They have to be opened when the beach is opened – 11 a.m. to 5 p.m.
 5. When the beach closes, Hog Wild will be responsible for cleaning the restrooms
 6. They are responsible for the electric bills once the beach closes and he is responsible for the gas bill
He has 15 days after he is noticed to pay the required bills
 7. Park and Recreation plans on scheduling 2 or 3 theater days at the beach and Hog Wild will be the only food vendor for these events – he will help with the cost for these events
 8. J. Annelo wants another first right of refusal option for next year
- A motion was made by M. Sutyla, seconded by R. Stopkoski to add the 8 addendum items to Hog Wild’s contract and submit it to the Town Manager. The motion carried unanimously.

All Parks/Complexes Concession Stands – Security Deposit for clean-up/damage:

- A recommendation was made to increase the security deposit for concession stands
 - When groups leave a mess the cost of \$1,200 to pay a professional comes out of the Park and Recreation Department budget
- A motion was made by M. Sutyla, seconded by J. Mendez to set a \$250 security deposit for use of the concession stands per season or one-time event. Discussion followed and both M. Sutyla and J. Mendez rescinded their motion.
- A motion was made by M. Sutyla, seconded by J. Mendez to charge a \$500 security deposit for all concession stands. The motion carried unanimously.
- Discussed the security deposit charge for a sport’s season, soccer weekend or one-day event
- DPW will still be responsible to open the restrooms and pick up trash

Revisit imposition of fees for permitted field use/rental; designate study sub-committee:

- A determination of a usage fee needs to be determined as there is a high demand of field use by various organizations
- A motion was made by R. Stopkoski, seconded by M. Sutyla to appoint G. Maher and C. Passante to study and obtain policies from other towns and their charges imposed. The motion carried unanimously.

Director’s Report:

- Discussed field liability – when a permitted team defers their field time slot to an unpermitted team – the unpermitted team needs to submit their paperwork to the Park and Recreation Department
- Advertising for a part time clerk – application submission closes today – R. Potter wants the part time clerk in place by April 1, 2021
- An individual requested permission to host a race walk event with 50 participants
 - R. Potter will make the final decision regarding this request

The meeting was adjourned at 6:59 p.m.

Respectfully submitted,

Wendy McDermott,
Clerk