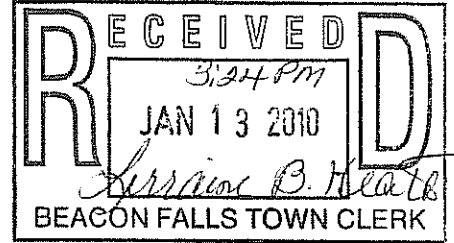


BEACON FALLS PARKS & RECREATION COMMISSION

**MEETING MINUTES
DECEMBER 21, 2009**

SUBJECT TO APPROVAL



CALL TO ORDER

A.Siowich called the Regular Monthly Meeting of the Beacon Falls Park and Recreation Commission to order at 7:10 PM.

COMMISSIONERS PRESENT: B. Egan, S. Osowiecki, J. Rodorigo (7:30 PM), S. Ruhl, A. Siowich, L. Swanson

COMMISSIONERS ABSENT: R. Kunz

OTHERS PRESENT: None

MINUTES

S. Osowiecki called for the approval of the November, 2009 regular meeting minutes, as submitted. L. Swanson seconded the motion. All ayes.

COMMENTS FROM THE PUBLIC

None.

NOMINATION AND ELECTION OF OFFICERS

A.Siowich nominated Lisa Swanson as Chair of the Parks & Recreation Commission. S. Ruhl seconded the nomination. There were no other nominations. A vote was taken and there were all ayes in favor.

A.Siowich nominated Robert Egan as Vice Chair of the Parks & Recreation Commission. S. Ruhl seconded the nomination. There were no other nominations. A vote was taken and there were all ayes in favor.

OLD BUSINESS

A. MATTHIES PARK

1. TPA is currently working on updating the Matthies Park plan, specifically focusing on trails.
2. Ice skating may be available at Matthies Park this winter, if weather conditions allow. The ice must be 6 inches thick in 3 places for skating to be safe. There will be postings, if ice skating is allowable.

B. PENT ROAD

1. No play is happening at Pent Road.
2. There was a request for an application from Woodland High for a Battle of the Bands to take place at Pent Road. The commission is awaiting this application and has clarified the need for fire and police approval of the event.

C. TOBY'S LANDING

There is some heavy equipment work being done there and the gate has been closed.

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D. SPORTS LEAGUES

The Basketball League has begun playing and is running well.

E. PARK ACTIVITIES

1. A. Siowich reported that the following after school programs are running in January: Lego Robotics, Animation Moviemaking and the Atlantic Salmon project continues, along with another Drawing program.
2. Zumba class was very well received and will continue with another session beginning in January. Flyers and publicity will go out.
3. Karate will start up again in January and more students are needed for this class.
4. Adult basketball league continues to play.
5. The Holiday Lights contest was judged on Friday, December 18th and prizes were awarded for 1st through 8th place. 1st place went to the Bedards on Andrasko Road, 2nd place to the Feducias and 3rd to the Miners. Gifts certificates will be sent to the winners and the top prizes will be sent to the Citizens News. There were a total of 16 entries and more publicity is needed for the contest next year.

NEW BUSINESS

- A. J. Rodorigo entered the meeting and reported that he will be meeting with a company which does suction dredging in the next 3-4 weeks, to discuss Carrington Pond.
- B. J. Rodorigo reported that the town crew is working on the waterway issues at Pent Road and working through a list of recommendations.
- C. In January, there will be a joint meeting of the Conservation Commission and the Board of Selectmen and O&G to discuss Toby's Landing. Representatives from Parks & Recreation should be present at this meeting. There is approximately \$52,000 left over from the O&G agreement to spend at Toby's Landing, once a plan is in place for the property.
- D. The Parks & Recreation Commission currently has a 5 year maintenance agreement in place with the Inland Wetlands Commission which allows the maintenance of wetlands in Matthies Park. The Inland Wetlands Commission is requiring similar agreements for any of the parks which have wetlands: Toby's Landing, Riverbend Park and Pent Road. J. Rodorigo has completed the applications and will present them to Inland Wetlands. These are 5 year agreements which will need to be renewed.
- E. **J. Rodorigo made a motion to approve the 2010 Parks & Recreation meeting calendar. B. Egan seconded the motion. All ayes.**

CORRESPONDENCE

The commission received a letter from the Board of Selectmen that a budget proposal should be submitted to their office by January 29, 2010. The proposal should be on an Excel worksheet and contain 5 year projections. The board formed a subcommittee of S. Osowiecki, L. Swanson, and J. Rodorigo, who will meet on January 11, 2010 at 6:00 PM to put together a preliminary budget. *The proposed budget will be reviewed at the January 19, 2010 Parks & Recreation meeting, prior to being submitted to the Selectmen's office.* Members of the commission should present the proposed budget to the Board of Selectmen and Board of Finance.

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APPLICATIONS

There are no current applications pending. The 2010 Field Use Application is available and will be put on the town website.

GRANTS

The Katherine Matthies Foundation grant is due before March, 2010 and the board needs to determine what they will be applying for this year. The Katherine Matthies Foundation also needs a thank you from the commission.

PAYMENT OF BILLS

None at this time.

BUDGET

- A. J. Rodorigo explained some bookkeeping issues which have occurred at Town Hall due to the similar names of some of the Parks & Recreation accounts. An example is that there is a *Summer Program Activities* line item and a *Special Program Activities* account for our pay for participation programs. This has caused some confusion in accounting and J. Rodorigo has been working with the town's finance people to clarify these issues and correct them for the future.
- B. J. Rodorigo has suggested renaming budget line items clearly and specifically, so that Parks & Recreation has line items for: Concerts, Family Day, Grant Monies, Matthies Park, Pent Road, Pay for Participation, etc. This will be addressed when the budget sub-committee puts together the proposed budget for next year.
- C. S. Osowiecki and L. Swanson also requested that Parks & Recreation purchase a receipt book for maintaining receipts for cash and/or check payments of all the pay for participation programs.

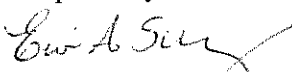
OTHER BUSINESS

None.

ADJOURNMENT

L. Swanson made a motion to adjourn the meeting at 8:10 PM. B. Egan seconded the motion. All ayes.

Respectfully submitted,



Erin A. Schwarz
Clerk, Park & Recreation Commission