

**BEACON FALLS PARK AND RECREATION COMMISSION
SPECIAL MONTHLY MEETING
SEPTEMBER 30, 2013**

SUBJECT TO APPROVAL

CALL TO ORDER

J. Rodorigo called the Regular Monthly Meeting of the Beacon Falls Park and Recreation Commission to order at 7:00 PM.

COMMISSIONERS PRESENT: J. Rodorigo, B. Egan, D. Sorrentino, J. DeGennaro, S. Ruhl

COMMISSIONERS ABSENT: A. Sirowich

OTHERS PRESENT: Beth Bucciferro

MINUTES

D. Sorrentino made a motion to approve the July, 2013 meeting minutes, as presented. B. Egan seconded the motion. All ayes.

COMMENTS FROM THE PUBLIC

J. Rodorigo asked Beth Bucciferro to address the board under New Business.

OLD BUSINESS

A. MATTHIES PARK

1. J. Rodorigo noted work that has been completed at Matthies Park, including settling pond maintenance and work to the sluiceways and repairs to the walkway around the pond. Some vandalism took place which was addressed and one of the electric poles needed to be reset.
2. Total expenses amounted to \$8,000 with \$4,000 coming out of the Settling Pond Maintenance line item and \$4,000 coming from the Matthies Park line item.
3. The Haunted Hayride will take place at Matthies at the end of the month, sponsored by the Rotary Club.

B. PENT ROAD

1. The fields have seen a lot of usage this fall with New England Baseball, Prospect Soccer, Football, Softball and 2 Baseball teams using the fields. There were some scheduling issues as a result. It has been difficult to maintain the fields with so much usage and park crew members who are pulled to complete other work in town. Softball will be ending October 20th and Baseball plays until early November.
2. Field #1 was shut down as of today for maintenance. Just as the Field #2 was repaired earlier in the year, they will be cutting the lip or rim line of Field #1 and grading and sodding the field again. If the tearing up work is done now, it should be all back together and ready for the spring. There will be a gravel strip by the dugouts and some irrigation changes will also be made. The project budget is \$8,000 out of the Grounds Maintenance line item. D. Sorrentino commented that if the sod is put

**BEACON FALLS PARK AND RECREATION COMMISSION
SPECIAL MONTHLY MEETING
SEPTEMBER 30, 2013**

down this time of year, it should be ready in April. Field #1 will be out of use until then.

3. Regarding the pavilion which is being funded through Katharine Matthies grant monies, J. Rodorigo advised we will need to move the pavilion away from the playground, due to the location of the septic system at the park. He is planning a 60 foot by 24 foot covered area adjacent to the Sugar Shack which will house the summer program and also serve as seating and tables for those eating at the Sugar Shack.

C. RIVERBEND PARK

1. No change in the status of this grant. It has been approved and we are still on the top of the list for disbursements. We are still awaiting the funds and this has been a 2 year process.
2. J. Rodorigo explained the grant funds would be used to create a J-Hook of rocks for fishermen and to create a portage for kayaks and canoes. The grant monies would also be used to create a circular gravel trail around the park with plantings, benches, tables, etc. Any monies left over from the \$100,000 grant could be used at Volunteer Park or Veterans Park for additional projects there.

D. SPORTS LEAGUES

1. No formal reports from the leagues.
2. Basketball will be holding sign-ups next month.

E. PARK ACTIVITIES

1. J. DeGennaro has been in touch with Harboryard and is working on getting discounted tickets to several events. The Circus will be October 26 at 11:00 AM and she needs 15 tickets sold in order to get the group rates.
2. Other upcoming events at Harboryard include the Harlem Globetrotters in March, a Disney Junior Show and Monster trucks and we can consider getting tickets for these as well.
3. Other than Karate, no other activities are currently running.

CORRESPONDENCE

Letter from the Senior Center pertaining to a recent trip which Parks & Recreation helped to fund.

NEW BUSINESS

- A. Beth Bucciferro approached the board with her presentation for a Parks & Recreation website, which can link to the Town website, but under a separate URL, which would feature information on our calendar, facilities, and events and possibly offer event registration and the opportunity to pay for programs through PayPal. She envisions the site to have a Home Page calendar showing Parks & Recreation events and classes taking place, linking to the leagues, and providing information on parks and programming.

**BEACON FALLS PARK AND RECREATION COMMISSION
SPECIAL MONTHLY MEETING
SEPTEMBER 30, 2013**

Once the site is built, any or all of the Board Members could be given access to administer and make changes to the site.

- B. Beth answered questions from the board and providing pricing information in her proposal. The annual cost of the site would range from \$100-\$150 per year for the hosting company. Her initial cost is \$1,620 to build the site.
- C. Space will be an issue this winter for the Basketball League at Laurel Ledge will be very tight as they are shutting down the cafeteria court, due to upcoming construction at the school. This will leave the league with little practice time available.

APPLICATIONS

There are currently no applications which require approval. In the spring, the Board will need to stress the application deadline for Field Usage, so that applications are received in a timely manner.

GRANTS

- 1. CT Community Foundation has another Event grant deadline coming up.
- 2. Information on the Katharine Matthies project was addressed under Pent Road. J. Rodorigo hopes to complete this project by November.

PAYMENT OF BILLS & BUDGET

No bills at this time.

It is early in the year, so none of the budget line items are an issue at this point. Recent expenses to note: \$8,000 for Field 1 maintenance will come out of Grounds Maintenance. Repairs to the Fencing and Batting Cages from earlier this year totaled \$6,400 and we have spent \$8,000 at Matthies Park.

OTHER BUSINESS

D.Sorrentino made a motion to further discuss the creation of the Parks & Recreation website. B. Egan seconded the motion. All ayes.

J. Rodorigo read over Beth Bucciferro's proposal to the board, restating the costs involved. He invited questions and noted that if registrations for Parks & Recreation programs took place online, we would need to have a way to account for these transactions to the Finance Department. The example is if a parent is signing several children up for different classes and makes one PayPal payment, how we will know where the money is to be applied. This needs to be addressed, so any PayPal payments can be properly accounted.

Next, the proposal comes with 2 hours training how to administer site content and a 30 day consulting window after the site is active in order to work out any issues. D. Sorrentino asked if this window could be extended to 90 days, as since the Board is volunteer and not a 9-5 business,

**BEACON FALLS PARK AND RECREATION COMMISSION
SPECIAL MONTHLY MEETING
SEPTEMBER 30, 2013**

it may take longer to work out the kinks. D. Sorrentino asked the Board to look into the additional cost of a 90 day window.

D. Sorrentino made a motion to implement the contract for a Parks & Recreation website and accept Beth Bucciferro's proposal, provided that she is willing to extend the service agreement to 90 days, at a reasonable price. B. Egan seconded the motion. All ayes.

ADJOURNMENT

B. Egan made a motion to adjourn the meeting at 8:05 PM. S. Ruhl seconded the motion. All ayes.

Respectfully submitted,

Erin A. Schwarz
Clerk, Parks & Recreation Commission