

**BEACON FALLS PARK AND RECREATION COMMISSION  
REGULAR MONTHLY MEETING  
OCTOBER 17, 2016**

**SUBJECT TO APPROVAL**

**CALL TO ORDER**

B. Egan called the Regular Monthly Meeting of the Beacon Falls Parks and Recreation Commission to order at 7:17 PM and then led the assembled in the Pledge of Allegiance.

COMMISSIONERS PRESENT: D. Ferretti, B. Egan, S. Ruhl, M.E Fernandes

COMMISSIONERS ABSENT: A. Sirowich, D. Brooks, D. Taylor

OTHERS PRESENT: No public present.

**MINUTES**

**M.E. Fernandes made a motion to approve the September, 2016 Regular Meeting Minutes, as presented. S. Ruhl seconded the motion. All ayes.**

**COMMENTS FROM THE PUBLIC**

No public present.

**OLD BUSINESS**

**A. MATTHIES PARK**

1. Settling pond maintenance is being done and funds are coming out of the Settling Pond line and Matthies Park line item.
2. S. Zyla appeared before the commission last month and she was interested in putting up wood duck houses on the other side of Carrington pond. **S. Ruhl made a motion to allow S. Zyla to put up wood duck houses at Matthies Park. M.E. Fernandes seconded the motion. All ayes.**
3. Last month M.E. Fernandes asked about a volunteer coming in to clear trail work at Matthies. B. Egan spoke with C. Bielik about it and will go over questions with M.E. Fernandes.

**B. PENT ROAD**

1. Port-O-Lets were tipped over again at Pent Road over the weekend. Police patrols are needed or more security is needed at the park to prevent vandalism.
2. The commission discussed cameras for security purposes at Pent Road. D. Ferretti is able to quote this type of equipment. He explained that the purchaser would buy the cameras outright and there is a monthly fee for monitoring. The monitoring can be linked to a mobile phone. D. Ferretti will look into some options. He noted it would be good to have powered locations for the cameras, in addition to batteries. Decoy cameras can also be set up, in case there are attempts to disable the cameras. Higher

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- resolution cameras would be needed to identify license plates or infrared to see at night. D. Ferretti will work on pricing.
3. The collegiate baseball league will be finishing up their games shortly and will send a check for their remaining games. Prospect Soccer, RACBL and Softball will finish up their fall seasons shortly also.

**C. RIVERBEND PARK**

1. The Riverbend Park Committee met across the hall tonight. The park will be completed next month and the formal opening will be in the spring before the opening of fishing season. The park is 75-80% complete.
2. Paths need to be tamped down by a heavy rain and to prevent dust from flying. Cars currently have access to the park. There is a problem with beavers taking some trees down, which were marked to stay. Benches have been installed. Plantings have been put in and lights will be going in shortly for safety. The Riverbend Committee met with the neighbors and they are happy.
3. The members hope to prevent further dumping at the site of Riverbend Park. The NVCOG is interested in extending the current walkway as part of the Naugatuck Greenway and meetings will take place to discuss the possibility of a future project.

**D. SPORTS LEAGUES**

1. Woodland Jr. Hawks and Flag Football, Prospect Soccer, and Collegiate Baseball are all finishing their fall season.
2. Basketball League completed their sign ups in early October and will begin practicing in November. The league will need an insurance certificate from the Town.
3. All sports subsidies have gone out except for RACBL.

**E. PARK ACTIVITIES**

1. Zumba for Kids on Wednesdays after school will begin in November. Tracy Brody will teach the class.
2. S. Ruhl is interested in running LEGO Program again next summer for the 4<sup>th</sup> & 5<sup>th</sup> grade age group. He will need to determine which week will work best.

**NEW BUSINESS**

- A. Facility Use Application – B. Egan asked all the members to review the 206 Facility Use Application for revisions that are needed for 2017. He noted some issues with the application which need to be addressed, as follows:
  - a. Addition of an Email address to contact the applicant.
  - b. He would like to revise the bottom of page 1, so there is a list of people who should receive a copy of the application; Public Works, Police, etc. He also noted that the applicant will receive the signed and approved copy
  - c. There should be room for explanation if the application is declined.
  - d. There should be no reference to alcohol, as there is no alcohol allowed in the parks.
  - e. He also noted that with regard to use of the lower pavilion at Pent Road, groups have brought in moon bounces, waterslides, and needed electric power and water for their event. This should all be addressed in the application.

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- f. B. Egan would like to see a cover sheet with instructions.
- g. Emphasis should be placed on the need for \$1,000,000 insurance.
- h. Tenant Use insurance application from CIRMA needs to be added to the application as an addendum, if the applicant does not have \$1,000,000 insurance.
- i. At Pent Road the park is not closed when the pavilion is rented, they are not renting the whole park.
- j. The Commission agreed to remove the Tennis/Basketball Court permit, as these have never been used.
- k. They also decided to add language stating the application should be submitted at least 14 days prior to the event.

A revised version of the application will be presented at the November meeting. The commission hopes to finalize the new 2017 application by December. The revisions will then be reviewed by our insurance company.

- B. D. Ferretti will look into converting the new application into a fillable PDF form so people can complete it online.
- C. S. Ruhl noted that he sat in on the interviews for new Parks person for town Street crew. All 3 final candidates are good local guys with CDL licenses. They were all completing road tests this past weekend.

**CORRESPONDENCE**

None at this time.

**APPLICATIONS**

None at this time.

**GRANTS**

The commission should begin thinking about ideas for a Katharine Matthies grant which has a deadline in April-May. Projects should be in the \$5,000-\$15,000 range. Several ideas were discussed but a determination should be made by February or March, so the application can be submitted.

**PAYMENT OF BILLS**

None.

**BUDGET**

Nothing at this time.

**OTHER BUSINESS**

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S. Ruhl noted that nominations for Chair and Vice Chair should take place next month and elections will be in December. This will be added to the agenda.

**ADJOURNMENT**

**D. Ferretti made a motion to adjourn the meeting at 8:20 PM. S. Ruhl seconded the motion. All ayes.**

Respectfully submitted,

Erin A. Schwarz  
Clerk, Parks & Recreation Commission