

MINUTES OF THE MEETING OF THE PARKS & RECREATION COMMISSION OF THE TOWN OF BROOKFIELD, HELD AT THE TOWN HALL, ON WEDNESDAY, AT 7:30 P. M., FEBRUARY 22, 2012.

Present: Joei Grudzinski, Acting Chairman; E. Butt, R. Blick, Bryan Chnowski, Chris Delia, Dennis DiPinto, Director; Elaine Rajcula, Secretary

Absent: Sara Kincade

Minutes of the Previous Meeting of January 25, 2012, were approved as corrected upon a motion made by E. Butt. Seconded by J. Grudzinski. Passed. Kids' Kingdom – delete: **deadline**, add: after April 29th.

New Member: Chris Delia was welcomed to the Commission as a new member.

Public Comment – Bike Path & Recreation Center - Jay Annis came before the Commission as a member of the former REC Council. He explained the needs of the Town – the Bike Path and the Recreation Center. He explained how it began in 2002, and was awarded a State grant to start. This was used mostly for studies. They ran into two problems – the High School renovations and the group that wanted to build a new library. REC had to wait for Federal funding. REC contracted getting the Bike Path going. They have \$6 – 8,000 in the REC (non- profit) account. He wants to start campaigning to say that the first phase is coming soon; but needs the Commission's help to get the information out to the town's people; by signs, other than at the site; and by mailings. It must start now and hopefully the sports groups will give their support. Mr. Annis is willing to stay active in this project, but it must be kept under this Commission. D. DiPinto stated there is \$260,000 in work completed. What is left is to build the remaining two miles. To complete the trail would be in the amount of \$2.2 million. The final design is in progress, but if fully funded, the project will take another three years to complete due to wetland permitting issues at the Local, State and Federal levels. The balance of the projects takes place in a regulated area. Mr. Annis stated that REC studied pieces of Town land for the Recreation building and found one which was perfect. Not far from the Four Corners, as they wanted it to be part of the Village District. If we don't get started now, we will lose what money we have for it. He is willing to represent the Commission on the Bike Path.

J. Grudzinski suggested getting the word out to the attendees at the grand opening of Kids' Kingdom. Mr. Annis mentioned having information available at the late September open houses at all the schools and putting plastic containers near the proposed signs for informational pamphlets. D. DiPinto stated he is working on the signs at the Kiosk which is the beginning of the Bike Path. Then the first phase will be finished. Mr. Annis will put together information for the Commission to review. R. Blick volunteered to work on the wording of the signage with Mr. Annis.

Recreation Supervisor's Report – Mary Knox – D. DiPinto stated all programs are going well. One more ski trip had to be rescheduled due to weather. All programs have started. By late March or early April the new programs will be out.

Parks Supervisor's Report - Chris Rabuse – D. DiPinto distributed the extensive report for review and discussion. B. Chnowski stated the light behind Huckleberry School's parking lot is out and the area is completely dark. D. DiPinto will notify the school.

Senior Center/Social Services – Ellen Melville – D. DiPinto distributed the report. All work on the building has been completed and final CO has been received. They are waiting for an estimate for acoustic panels they need for the craft room. March plans include a St. Patrick's Day lunch/comedienne show and the Spring Art Show & Boutique, Saturday, March 31st. AARP Tax Program is busy. A series on nutrition called the DASH Diet with a nutritionist from New Opportunities, Inc. of Waterbury, will begin in March. The Brookfield Food Pantry has been steady, but the use in January has been much more so. They have received donations of food from several large food drives recently and are in good shape.

Monthly Financial Report – Budgets were passed around and discussed. D. DiPinto stated 60% -65% has been spent in all budgets. Everything is right on schedule. Revenue Fund is \$413,000. and expenses are \$376,000.

Subcommittees

Current Projects;	B. Chnowski, J. Grudzinski, R. Blick
Policies/Goals/Budget;	R. Blick, J. Grudzinski, B. Chnowski
Communications/community outreach/advocacy;	D. Keefe, S. Kincade, R. Blick
Facilities/Town and schools;	E. Butt, C. Delia
Open space/trails	E. Butt, C. Delia

R. Blick said to make goals and to review Policies by March 8th.

Proposed Fees for 2012 -Town Beach, etc. – D. DiPinto passed around current and proposed fees changes for the Town Beach, boat launch, Williams Park tennis, Cadigan Park Pavilion, and Bandstand. He stated there have not been any changes since 2006. He asked the Commission to review same and let him know their thoughts.

Self-Sustaining Fund Balance – D. DiPinto would like to see the fund used to install a splash pad adjacent to Kids Kingdom.

Kids Kingdom –Irv Agard, a Master Gardener, will lead a group of volunteers to do the plantings. He is advertising for volunteers for morning and afternoon. Twelve benches have been donated. No donations for tables. Hopefully volunteers will be willing to make wooden picnic tables. J. Grudzinski and B. Chnowski are in charge of the event.

Seasonal Part-time Employees/Administrative Assistant - D. DiPinto stated that P & R is being told we are now responsible for payroll taxes on seasonal part-time employees. This would have an annual impact to our self sustaining account of approximately \$25,000 per year. I was agreed in concept with the Finance Department to take this opportunity and have the remaining 50% of the Administrative Assistant position rolled into our Department operational budget. The net effect of a move in this direction becomes a wash. After discussion, a motion was made by J. Grudzinski, seconded by E. Butt, to agree to accept the plan to take on the full time salary and to give Dennis DiPinto the authority to accept the Board of Finance's plan to fund the P & R administrative assistant's salary 100% in exchange for 7% payroll taxes on the self-sustaining employees.

Adjournment – A motion was made by B. Chnowski to adjourn the meeting at 9:45 p.m. Seconded by E. Butt. Passed.