

**MINUTES OF THE REGULAR MEETING OF THE PARKS & RECREATION COMMISSION  
OF THE TOWN OF BROOKFIELD, POCONO ROAD, WEDNESDAY, APRIL 23, 2014,  
AT 7:30 P.M.**

**Present:** Sara Kincade, Chairman, Joei Grudzinski, Bryan Chnowski, R. Blick,  
Tony Tomaino. Dennis DiPinto, Director; Elaine Rajcula, Secretary

**Absent:** Ed Butt.

**Minutes of the Previous Meeting** - A motion was made by B. Chnowski, seconded by R. Blick, to accept the Minutes as presented. Passed.

**Recreation Supervisor's Report** - Mary Knox – The Commission reviewed said report. Applicants are now being interviewed for Lifeguards, Gate Guards and Camp Counselor. By-mid May final decisions will be made and letters will be sent to all the applicants. Registration signups began on April 7<sup>th</sup> for Day Camps; Swim Lessons on April 21. The Recreation Dept. is assisting with the Mothers' Day 5 K Race to benefit the BHS Track, taking registrations, soliciting donations and providing support on Race Day. If any Board member would like to volunteer for a few hours on Sunday May 1 (7:30 to 10:30 A.M. ) call Dennis or Mary. She thanks all P & R volunteers who assisted with the Annual Egg Hunt. Both the Egg Hunt and the Flashlight Egg Hunt had a great turnout.

**Parks Supervisor's Report** – Chris Rabuse – March/April – The Board reviewed, at length said report. Some tree pruning and smaller dead takedowns at Williams Park and Linear Park; snow and ice removal continued into beginning of April; all equipment serviced and repaired with power washing and steam, cleaning most units (completion difficult because of constant below freezing temperatures), changing blades and belts for Spring work. Truck /plow and sander repairs, (not having any interior washing facilities for equipment caused unpleasant tasks throughout the Winter as salt being used on roads for ice control is extremely corrosive to the trucks and equipment). The Crew worked with Gentle Tree Care in removal of some problem trees near Cadigan Football field lighting and done before the new project begins this spring. Usual weekly trash and debris removal at all Town sites; refurbish and groom all playground mulch at all schools to make play environment safe as surfacing material begins to unfreeze and is displaced by increasing play. Spring cleanup removal of broken curbing, lawn repair, repairs around sidewalks areas from BOE snow removal efforts, etc. , blowing snow off sidewalks, roadways, etc. Cleaning, grooming, sweeping of synthetic sports fields at the High School, Repainting both boys and girls lacrosse fields which entails same every two or three weeks depending on weather and play. Also assisted the big club Lacrosse Tournament with painting additional fields at the High School; setting up trash removal help and supplying field conditioner needs. Painting of Track throwing vector and any other needed sports field painting; install soccer, discuss and batting nets along with windscreens for baseball, softball at the High School, also grooming baseball and softball fields, install bases, prep for play. Paint soccer and lacrosse

fields at all the Town sites, moving goals and benches to proper locations, make and install sandbags for all soccer goals and safety netting supports at the PTAK field; water supply to Town Hall comfort stations, install fixtures and cleanup for opening; install bases, pitching rubbers; home plates to refurbished baseball fields at Huckleberry 90/60 baseball and Gray's Bridge baseball. The three times weekly grooming of all baseball, softball fields and when time allows, clay will be added to Town Hall and St. Joseph's softball fields. The Parks Supervisor states the Town Hall is definitely in need of major renovation this Fall or late Summer.

**Monthly Financial Report** – D. DiPinto – All accounts are in good shape with the exception of Grounds' snow removal. All operating budgets should be about 80% at this time of year.

**Current Projects** - D. DiPinto stated the risers on the Town Hall Bandstand need to be replaced, hopefully by the end of June.

**Policies & Goals**

**School Catch Basins** – D. DiPinto has sent a letter to the Board of Ed. The BOE Facility Committee needs to address parking lot drainage and curbing issues at all schools. Many areas are now beyond repair and need to be redone.

**Old Business**

**Self Sustaining Fund Balance-** – D. DiPinto stated Self Sustaining proposed projects are going forward to the public within the Budget process.

**Budget Update** – The P & R Budget is in pretty good shape as presented.

**Brookfield Parks Revitalization** – The Spring season field adjustments are working out so far this season with youth Soccer and Lacrosse sharing some field time. We do expect the contractor to begin working on Cadigan phase I by early May. Parking is needed throughout the summer season.

**Adjournment** – A motion was made by J. Grudzinski, seconded by T. Tomaino, to adjourn the meeting at 8:30 p.m. Passed.

⇒ **SPECIAL MEETING ON WEDNESDAY, MAY 7, 2014, AT 7:30 P.M.**

⇒ **REGULAR MEETING ON WEDNESDAY, MAY 28, 2014, AT 7:30 P.M.**