

**MINUTES OF THE SPECIAL MEETING OF THE PARKS & RECREATION COMMISSION OF THE TOWN OF BROOKFIELD, HELD ON WEDNESDAY, DECEMBER 2, 2015, TOWN HALL, AT 7:30 P.M.**

**Present:** Joei Gruzinski, Chairman; Rob Blick, Renee J. Santiago, Tony Tomaino, Brian Chnowski, Dennis DiPinto, Director; Elaine Rajcula, Secretary.

**Absent:** Sara Kincade

**Minutes of Wednesday, October 28, 2015,** were approved upon a motion made Rob Blick, seconded by Renee Santiago. Passed.

**Correspondence** was received from Selectmen Bill Tinsley and Marty Flynn as follows: “a proposed formation of an Ad Hoc Committee concerning youth baseball facilities – re: Baseball and Softball fields. Some are in good condition, others are not so much. They all have some “missing” attributes that are prerequisites for Brookfield to be considered for post-season tournament play. The missing attributes also impair the day-in, day-out play experience. Missing attributes include: concession, adequate parking, lighting, practice areas, seating, press/announcer boxes, and adequate fencing. The Committee would be asked to make its recommendations by March 31, 2016, to the P & R Commission and the Board of Selectmen. The following, among others, would deem appropriate by the Committee to be considered.

1. Playing field relocation, and/or change of use on
2. Real estate purchases, sales or swaps
3. Grant funding
4. Public/private funding mix.

Recommended Committee Members: Rocco Miceli (Baseball Coach), Stephen Harding, Sr. (Brookfield League President), Fern Smenyak (former Brookfield League President), Brian Chnowski, (Baseball Coach and member of Parks & Recreation Commission); Dennis DiPinto (Director, Parks & Recreation, Brookfield) and others as may be agreed upon by the above group.”

D. DiPinto suggested giving it a month or two to see if the Board of Selectmen will act on it.

Correspondence was also received from former First Selectman Bill Davidson, stating that he “wants to give us advanced notice that he strongly objects for several reasons to approving this item. It will be brought up at the Board of Selectmen’s meeting tonight.” He states in a letter to the Selectmen, the following:

“**1.** If a study should be done, it should be done by the P & R Commission as displayed on the Town’s website. **“Duties and Responsibilities:** “The Parks & Recreation Commission

has jurisdiction over all Town parks and recreational facilities, implementation and scheduling of recreational programs. If the proposed study is appropriate, this Commission could form a subcommittee and bring interested residents to participate. I would prefer to see a study of all the Town's recreational facilities. A focus on one sport could result in fewer fields now and in the future for other sport activities. A broad study would provide a balanced approach and could form the basis of a multi-year recreational facilities plan. Focus on one sport could result in fewer fields now and in the future for other sports activities. A broad study would provide a balanced approach and could form the basis of a multi-year recreational facilities plan. **2.** Creating a Selectmen's subcommittee for the proposed study would require the subcommittee to conform to all of the agenda, minutes, posting of meeting, open meetings, etc. that are legally required. That would be cumbersome for the group and would certainly be a burden that is not necessary during the early stages of the proposed evaluation. I urge both of you to reconsider this matter."

The Commission discussed both letters at length.

**Monthly Financial Report** – D. DiPinto – Operating budgets are currently about 45% spent to date.

**Recreation Supervisor's Report – November/December** - M. Knox – D. DiPinto stated registration is on-going for Winter programs. Basketball will begin in December.

### **Current Projects**

**Phase 1 – Cadigan Park tennis courts/basketball courts** –D. DiPinto – The **tennis & basketball courts** will be resurfaced in the Spring.

**Phase 2** -The **Beach** should be completely done in about two weeks. Basketball court has been completed. The Director stated that the final Certificate of Occupancy has been issued on all buildings.

**Policies/ Goals /Budgets** – D. DiPinto – The Commission discussed fund balance remaining from self-sustaining accounts. D. DiPinto stated that he hopes to play for the welcome kiosk out of the account.

**Greenway Update** - D. DiPinto The project is 75% completed with much of the technical construction still to happen in the Spring of 2016. The pedestrian bridge will be installed in early April. The south end of the trail is open throughout the Winter shut down period while the northern section will remain closed. J. Grudzinski suggested if not paved a permanent posted sign should be erected stating: "Walk Area Could Be A Risk.

**Town Beach Building Rental Policies** – D. DiPinto – The Commission reviewed the Community Room general information (blue sheet) concerning costs, rentals. The room

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will be pre-season 2016 dates (April 9 – October 16); during the season – (May 28 - Sept. 5); Post Season – (Sept. 6 – October 16); It also includes information on deposit, damage bond, extra fees; and how to make reservations; available times only, resident and non-resident fees.

R. Blick asked about non-profit groups. R. Santiago asked if a sign will be posted when it is reserved. Also the question of insurance companies being notified if a group uses room. R. Blick will send a link to the Director on the insurance. He stated that all groups are to have insurance. D. DiPinto stated the storage room will be expanded. The Lakeside Community Room application for use also was discussed. Said application and information will be put on line., and is in the office of the Parks & Recreation for review.

D. DiPinto will make changes and send out the finals for Commission review.

**Budget Update** – D. DiPinto – Capital Improvement items were discussed at length. Price of refurbishing the courts at the High School was also discussed. D.DiPinto is exploring partial grants available from the USTA. J. Grudzinski asked what needs going into a ten year plan, such as listing all the things that need to be put into a proposal. D. DiPinto stated that the ten year plan is included in the original budget submission for commission review and/or comment.

**Operating Budget** – The Commission reviewed the first two items – additional Grounds staff and a ranger. The Commission thought this an excellent idea.

**Adjournment** - A motion was made by R. Blick, to adjourn the meeting at 10:00 p.m. Seconded by R. Santiago. Passed.

**THE NEXT MEETING OF THE P & R COMMISSION WILL BE HELD ON WEDNESDAY, JANUARY 6, 2016, AT 7:30 P.M. AND WILL BE A SPECIAL MEETING.**