

## **MINUTES OF THE MEETING OF THE PARKS & RECREATION COMMISSION TOWN OF BROOKFIELD, HELD AT TOWN HALL, APRIL 27<sup>TH</sup>, 2016, AT 7:30 PM**

**Present:** Brian Chnowski, Chairman; Joei Grudzinski, Vice Chairman; Rob Blick; Ed Butt; Renee Santiago; Tony Tomaino; John Mangold; Cassie Dunn; Dennis DiPinto, Director; Sue Slater, Selectman.

Motion to call meeting to order at 7:10 PM by T. Tomaino; seconded by E. Butt.

The Commission welcomed new alternate members John Mangold and Cassie Dunn. D. DiPinto and the board gave a brief introduction and overview of Commission responsibilities. Recently updated Commission policies will be emailed tomorrow. The chairman acknowledged the new meeting time - 7:00 PM, agreed upon by the full Commission and discussed the need for improved efficiencies at each meeting, noting that it is important to adhere to the agenda more closely. The Commission agreed.

**Minutes of the Previous Meeting:** R. Blick made a motion to accept minutes of March 30<sup>th</sup>, 2016. J. Grudzinski seconded. Motion passed.

**Public Comment:** D. DiPinto discussed the Facebook comments regarding Cadigan Park, particularly the basketball courts. It was noted, with the exception of “hard entrance” parks, that Brookfield parks are not “resident only”. In an effort to quell some residents’ concerns regarding access to the courts, the Dept. has hired a retired officer for a few hours each week on a temporary basis to monitor for issues.

**Presentations and Correspondence:** None.

**Recreation Supervisor’s Report:** Registration for spring and summer programs has begun. This is the busiest season for programs, including the beach, camps, etc.

**Parks Supervisor’s Report:** The April grounds report was circulated and discussed. D. DiPinto gave a brief overview of parks staff responsibilities to the new board members. Again, this is an extremely busy season for the grounds crew.

**Monthly Financial:** Reports were circulated and reviewed. On the recreation side, 85% of the fiscal year budget was spent; on the grounds side, 80%. These percentages reflect appropriate numbers for where we should be. It continues to be noted that the electric line item is over

budget due to Cadigan Park improvements; the BOS and BOF are aware of this. It has been corrected in the 2016-2017 fiscal budget request. The bottom line is fine.

**Current Projects:** Virtually done with Phase I (Cadigan side). The contractor needs to re-line the courts due to poor paint adhesion. MBC is negotiating the issue. Phase II (beach side) – there are a few punch list items, including drainage and moving the boat ramp gate. The BOS has approved “fronting” \$50,000 to get these items completed promptly so facilities can open for the season. The parties responsible for the mistakes will reimburse the town. J. Grudzinski asked if contingencies were held and, if so, why they were not being used. D. DiPinto stated that Parks & Rec does not oversee this, but will inquire.

**Lillinonah Park:** (off the Rt. 133 bridge) Non-residents have discovered this park and are violating its rules for usage. J. Mangold stated that he has witnessed overcrowding and swimming. We will strengthen the rules with signage and monitoring.

**Greenway:** The bridge is in place. Construction continues on ramps and pedestrian walkways over sensitive areas. A discussion was held regarding the estimated opening, hopefully in August.

**Policies:** A discussion was held regarding improving efficiencies for handling rental requests. As it is the inaugural season, we are still fine-tuning the process. The pricing schedule appears to be adequate. Currently, 6 to 7 events are scheduled. As a general matter, J. Grudzinski asked that the Commission be notified via email of changes to policies or procedures (i.e. hiring of a temporary monitor for Cadigan, town funding for the beach gate) so that the Commission is kept current on changes.

**Old Business:** Self-sustaining fund balance - discussed history and current status, for the benefit of new members. The line item will be removed from the agenda, as the balance is within guidelines.

**New Business:** The town meeting is Tuesday, May 3<sup>rd</sup> to set a date for the budget referendum. Reminder that the Parks & Rec Commission meetings now start at 7:00 PM.

**Motion to Adjourn:** Motion made by R. Blick at 8:18 PM. Seconded by R. Santiago. Motion passed.

**THE NEXT MEETING OF THE PARKS & RECREATION COMMISSION WILL BE ON  
WEDNESDAY, MAY 25<sup>TH</sup> 2016 AT 7:00 PM AT THE TOWN HALL.**

**IF YOU CANNOT MAKE THIS MEETING, PLEASE CALL THE P&R OFFICE AT 203-  
775-7321.**

