

THESE MINUTES ARE SUBJECT TO THE APPROVAL BY THE PARKS AND RECREATION COMMISSION.

The Parks and Recreation Commission held a regular meeting on Tuesday, October 13, 2015 in the conference room located at 3 Main Street in Newtown, CT.

The meeting was called to order by Chairman Ed Marks, at 5:57 pm.

**Present:** Edward Marks, Patrick Barczak, Vincent Yanni, Jr., Maureen Crick Owen, PJ Yochum, Warren Spencer.

**Absent:** Thomas DiNicola

**Staff Present:** Amy Mangold, Carl Samuelson, RoseAnn Reggiano.

**Public:** Linda Hess, Newtown Soccer Association

**Public Participation:**

None

**Acceptance of Minutes:**

**Motion:**

**Commissioner Maureen Crick Owen made a motion to approve Minutes from Tuesday, August 11, 2015 commission meeting. Commissioner PJ Yochum seconded the motion, which was carried unanimously.**

There was a correction to the minutes from Tuesday, September 8, 2015 commission meeting under the **Chairman's Report**. It was stated that Chairman Edward Marks and Director Amy Mangold were going to present the annual report as well as discuss the *Long Term CIP List*. It was changed to: The two were going to present the Department CIP list and Long Term Plans.

**Commissioner Maureen Crick Owen made a motion to approve the amended Minutes from Tuesday, September 8, 2015 commission meeting. Commissioner PJ Yochum seconded the motion, which was carried unanimously.**

**New Business:**

2016 – 2017 Budget Time Line:

- Director Amy Mangold stated the Parks and Recreation needs to have the budget worksheets completed and submitted to the Director of Finance by December 4, 2015. It is to include critical items and have documentation to support the needs of these items on a separate form. Ms. Mangold will then present same services and if there are any critical needs they should be addressed. Ms. Mangold will present budget at November commission meeting. Mr. Marks inquired if the Director of Finance gave a sense of staff increases. Ms. Mangold responded by stating that the Finance Director will update the salary tables accordingly.
- Parks and Recreation and the Highway Department are now responsible for the removal of snow from all the sidewalks on Church Hill Road. This service wasn't planned for or budgeted for. The town feels that the sidewalks installed by the town should not be the home owner's responsibility but the towns, this includes only residential.
- Another item that Ms. Mangold would like to add to the budget would be the addition of another maintainer. Ms. Mangold suggested the dire need for another Maintainer with all the added responsibilities; it is important that we push for this position.

- Ms. Mangold suggested adding a marketing line item. Right now Ms. Mangold is using her Directors budget, which is generally not used for marketing, but for education and training. The marketing line item would cover such things as the flyer for the Newtown Bee, advertising and miscellaneous flyers.
- Ms. Mangold also requested that the 2016 Parks and Recreation fees be discussed and voted on at the November commission meeting.
- Mr. Marks suggested if needed, to schedule another special meeting prior to the December 4, 2015 deadline to review and vote on the Parks and Recreation budget. The commission discussed a preliminary commission meeting for Tuesday, December 1, 2015.

**Correspondence:**

- Director Mangold received an e-mail from the Newtown Youth Basketball Association Treasure, Joe Harrington looking for clarification on surcharges. Mr. Harrington inquired if the organization needed to pay a surcharge for everyone registered in the NYBA program regardless if they use the facilities of the town or not? Mr. Harrington also inquired on how the NYBA benefits from the surcharge. The organization also expressed a need for the upcoming season and requested the, *"Addition of red outlined squares in Head O' Meadow gym basketball backboards"*.

**Motion:**

**Commissioner Maureen Crick Owen made a motion to approve spending up to \$500.00, from the Parks and Recreation surcharge, to paint lines on the basketball backboards at Head O' Meadow School gym.**

**Commissioner Patrick Barczak seconded the motion, which was carried unanimously.**

- Director Mangold received an e-mail from *Carol Keyt, Grace Keyt, and Feliz Griffin* to express how pleased they were with summer camp this year. *"I just wanted to say thank you for another great year at Dickinson Park Day Camp. My grandchildren enjoyed it for yet another year. Please pass on my appreciation and their thanks to the Camp Staff. Great job!!"*
- Another e-mail that Ms. Mangold received was in regards to the new walkway at Fairfield Hills. *"Dear Carl, I believe the Newtown Bee reported that Parks and Rec was responsible for the new walkway at Fairfield Hills. First, I'd like to say that the new walkway is very much appreciated and that LRM did a great job. Secondly, I'd like to request trash barrels on the section: corner of Keating Farms Road and Mile Hill S and perhaps one near the Newtown Ambulance building. This may already be planned and, if so, I thank you very much."* Ellen Gilbert

**Director's Report:**

- Director Amy Mangold reported to the commission that Parks and Recreation has offered a Maintainer's position to a new hire. The new hire is replacing a maintainer that has left. The new hire is due to start November 2, 2015.
- Secretary, Jennifer Arnold has returned from leave and has established a great working partnership with Ms. RoseAnn Reggiano.
- The skate park fundraiser held on October 22, 2015 was a great success. Event planner, Tom Capozziello did a fantastic job coordinating and raised \$601.00. Mr. Capozziello sent Ms. Mangold an e-mail expressing his appreciation for Parks and Recreation help. *"Yesterday was a dream come true. Thank you guys from the bottom of my heart for everything, without your help I could not have pulled off such an amazing, flawless event."*
- Ms. Mangold, Assistant Director Carl Samuelson, Land Use Agency Rob Sibley, First Selectman Pat Llorda and Citizen Kevin Sheppard had a meeting regarding Alpine Drive pavilion and boat launch. Mr. Sheppard

has been a resident of the Alpine Drive neighborhood for over 30 years and is concerned that there is a local neighbor starting a petition to *keep the beach alive*. There are many rumors stating that the beach is closed due to liability issues and the town will not maintain the property. The park was acquired by the Town of Newtown, so there is confusion on the inaccurate information and reason behind the petition. First Selectman Llorda had suggested that the neighborhood try to reestablish a Lake Zoar Association.

- Fairfield Hills Authority Chairman, Tom Collins invited Ms. Mangold and Mr. Samuelson to attend the Fairfield Hills Authority meeting on September 28, 2015, to discuss options and for input on installing water fountains and pet water dispensers along the trail.
- Ms. Mangold explained to the commission that the Connecticut Cycling Advancement Program (CCAP) has 12 members of which 4 are Newtown residents. The commission will need to take look at the fee structure going forward.

#### **Chairman's Report:**

- Chairman Edward Marks explained to the commission that he and Director of Parks and Recreation Amy Mangold attended the Board of Selectman meeting. The two presented and discussed the CIP. First Selectman Pat Llorda has asked Parks and Recreation to prioritize the list.
- Fairfield Hills Authority had asked Mr. Marks and Ms. Mangold on what their preference would be for demolishing a building on the Fairfield Hills campus, the Kent or Cannon House? Mr. Marks stated that their first preference would be the Kent House.
- Mr. Marks and Ms. Mangold attended a Community Center forum. At the meeting there was a lot of discussion on the ice hockey rink and Cultural Arts programs. Mr. Marks stated that the committee is in the very early stages of developing the Community Center.
- Mr. Marks stated that the Police Commission received donated bike safety signs and have been placing them strategically throughout the town. Mr. Marks reached out the Police Commission and explained that Parks and Recreation is looking to get more involved with biking and trails in town and would like to be part of the process of placing the signage.

#### **Assistant Director's Report:**

- Ms. RoseAnn Reggiano, Assistant Director
  1. The Masters Swim Program, run by Tom Horan, is very successful with 12 swimmers signed up.
  2. Knocker Ball is a new and exciting activity, which is making a big hit. It is a form of soccer, played inside individual bubbles. Ms. Reggiano's goal would be to have Knocker Ball tournaments in the future.
  3. Pickle Ball will now be meeting indoors, every Tuesday from 6:30pm to 7:30pm at New Fit.
  4. Halloween parties for grades 5<sup>th</sup> and 6<sup>th</sup> will be on Friday, October 23, 2015; and age 8 and under will be on Thursday, October 29, 2015. The Howl O Ween party will be held on from 11:00am to 1:00pm.
- Carl Samuelson, Assistant Director:
  1. The full parks staff is at 24% loss in workforce. Workers returning from various injuries and the timing could not be better. Seasonal fall work has begun while prioritizing summer work that has not been completed. Fall sports are in full swing, with the new regulations working very well overall. Daily grooming and mowing schedules are at full strength and projects are finally getting started.
    - All fields aerated, vert-quaked and over seeded.
    - All fields fertilized.
    - FFH campus trail sign bollards installed.

- FFH campus cross walks painted.
  - Footings for seating area at Funspace are complete.
  - Shade structures removed for season at pool
  - All seasonal tasks on regular schedule at this point including mowing, grooming, cleaning and lining.
  - Teen Center sign installation.
  - SHES Irrigation modifications, no rain water collection, all city water.
  - Neonic pesticide initiative meeting, proposal. Estimate cost will be an additional \$5,000.
  - Eichler's additional docks being assembled.
  - Permanent water hook up for Treadwell Park. Aquarion approved today.
  - Rita handling all scheduling and grouping based on new rules, going well.
  - FFH campus runoff/conservation initiative. Need to extend dog park drain, reduce water usage. May need booster pump. This is down from the 45% out during the summer months.
2. The approved Pickle Ball lines were installed on Treadwell Park tennis courts. It appears to be a very popular sport and getting a lot of use. Mr. Marks inquired if we can put Pickle Ball lines on the High School tennis courts as well? Mr. Samuelson will look into it.

**Old Business:**

Dog Park:

- Water is a big issue at the Dog Park and the electricity is not done. Mr. Samuelson explained that the electrician would need to pull the wires through the shade structure, but if a booster pump is needed to control the water flow into the Dog Park, electrical would need to be run for that as well, so awaiting the results of the need for a buster pump.
- Paving of the parking lot was scheduled for July, 2015. The highway crew has been working on the gas line for the Sandy Hook School. Mr. Marks has requested updates on the status of the paving of the parking lot, electrical, water and drainage at the Dog Park for the November 2015 commission meeting.
- Ms. Mangold expressed how impressed she is with the overall appearance of the park.
- Ms. Reggiano inquired if a piece of the fence can be removed to be used for the garbage receptacle area?

CIP and Long Term Project List:

The commission ranked the top 7 CIP Requests that are the priorities – Not Approved by BOS:

- 1) Waterfront Park Improvements
- 2) Maintenance Yard Improvements
- 3) Fairfield Hills Duplex Remediation
- 4) Treadwell Park Improvements
- 5) Fairfield Hills Field Plan Phase 1
- 6) Rail Trail Extension
- 7) Treadwell Pool Renovations

Code of Conduct:

Assistant Director Samuelson added an amendment to the Code of Conduct to include a policy regarding open tryouts.

**Motion:**

**Commissioner Patrick Barczak made a motion to approve the amended Code of Conduct for Field Users on all Park and BOE Fields. Commissioner Warren Spencer seconded the motion, which was carried unanimously.**

**Motion:**

**Adjournment:**

**Commissioner Patrick Barczak made a motion to adjourn the meeting at 8:16 pm. This motion was seconded by Commissioner PJ Yochum, which was carried unanimously.**

The next regular meeting is scheduled for Tuesday, November 10, 2015 at 6:00 pm at 3 Main Street, Newtown, CT in the conference room.

*Submitted, Gabriella Chernoff, clerk*