

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

The Parks and Recreation Commission held a regular meeting on Tuesday, November 10, 2015 in the conference room located at 3 Main Street in Newtown, CT.

The meeting was called to order by Chairman Ed Marks, at 6:00 pm.

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

**Absent:** Thomas DiNicola, Vincent Yanni, Jr.

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

**Staff Absent:** Carl Samuelson

**Public:** Jan Brookes, John O'Leary, Tom Harrison.

**Public Participation:**

Jan Brookes:

Ms. Brookes came before the board to express her concerns with the amount of litter at the parks playgrounds. She enjoys taking her grandchildren to the town playgrounds when they come to visit. When she was visiting FunSpace II at the end of August she noticed the playground was very littered. As she was picking up garbage, people were leaving garbage. Ms. Brookes noticed that the park doesn't have any visible playground rules. Ms. Brookes suggested placing trash receptacles near the picnic area and post visible and sensible rules. Assistant Director RoseAnn Reggiano suggested posting a sign when entering the park and one by the picnic area. Ms. Brookes presented to the board an example of rules that could be posted. Example rules would include: No food or drinks on the turf play area, dispose of all trash in the receptacles provided, no smoking, park hours, adult supervision required, a warning that the turf play surface could be hotter than the surrounding grass area and zip line rules.

John O'Leary; President of Newtown Youth Basketball Association:

Mr. O'Leary came before the commission to first off thank Parks and Recreation for being so cooperative with addressing any of NYBA questions and/or needs. Mr. O'Leary did express a concern with the Middle School floors being slippery and inquired if there was anything that could be done? The floors have been cleaned with a Green Solutions floor cleaner. Mr. O'Leary inquired on what the protocol is if this temporary measure doesn't work? And inquired on what the NYBA surcharge covers? Chairman Ed Marks explained that surcharge is used for capital improvements, for example: scoreboards, benches, etc. Assistant Director RoseAnn Reggiano explained that the Middle School Gym Floors were done over the summer with the same solution used on the High School Floors. If there is no improvement with the Middle School gym floors, Parks and Recreation will go to Gino Faiella, Director of Facilities to see what steps can be taken to help elevate this problem. Director Amy Mangold suggested that if NYBA ever needs anything or has issues, to address Parks and Recreation first and Parks and Recreation will elevate any needs and/or concerns with BOE. Mr. O'Leary again expressed his appreciation of the positive partnership with Parks and Recreation and stated that NYBA would always be willing to help promote any related Parks and Recreation activities. Chairman Marks suggested that Mr. O'Leary ask the NYBA board if there are any capital improvements needed and if so, let the commission know. Ms. Reggiano

inquired on who the main contact for NYBA is and the easiest way to make contact? Mr. O'Leary stated that he will be updating the NYBA website, but in the meantime all inquiries can be referred to him. Ms. Reggiano stated that she has been trying to reinstate the Rising Star Basketball Program and asked if NYBA would be interested in helping organize this program? Mr. O'Leary said that he would be interested and would be available to discuss after the New Year.

Tom Harrison, American Legion Admirals Baseball:

Mr. Harrison came before the commission with questions regarding the new *Field Administration and Facility Use Manual* and his distress from the lack of response to his numerous phone calls and emails to the Parks Department. Mr. Harrison explained to the commission that the Admirals are non-profit teams that consist of 80% Newtown residents. Mr. Harrison had some questions and wanted clarification on some of the definitions and fees in the Field Use Manual. Mr. Harrison also made some suggestions for changes in the manual. Mr. Harrison inquired if his organization could pay per hour instead of paying the per player surcharge. Mr. Marks inquired if the Admirals would still qualify for priority scheduling if they paid per hour? After review, the Admirals would still qualify for priority scheduling. Mr. Marks expressed concerns that the fees might be too high if it is cheaper for an organization to pay per hour vs per player surcharge. Mr. Harrison asked what the next step is to guarantee field time for the spring. Mr. Marks explained that we would need the Admirals roster and that Mr. Harrison will be notified of a Field Use meeting to be held in February 2016. Mr. Marks also suggested that Mr. Harrison carbon copy him on all emails to Parks and Recreation, so there is documentation that the emails are being received.

**New Business:**

2016 Parks and Recreation Fees:

Ms. RoseAnn Reggiano Assistant Director of Parks and Recreation presented the commission with a copy of **Summer 2016 Recommended Dates and Fees**. Ms. Reggiano explained to the commission that all the fees are the same as last year. Parks and Recreation did add the Band shell as a rental, which will be the same fee as the Pavilion rental.

**Motion:**

**Commissioner Patrick Barczak made a motion to approve the Parks and Recreation 2016 fees as presented. Commissioner PJ Yochum seconded the motion, which was carried unanimously.**

**Old Business:**

Commissioner's Out and About:

- Commissioner PJ Yochum has started playing Pickle ball and has requested that Parks and Recreation add another night. Players like to drop in and play and would be willing to pay for an extra night. Ms. Reggiano explained that space is very limited, but will check with New-Fit. Chairman Ed Marks will talk to Gino faiella, Director of Facilities about possibly painting Pickle ball lines on the High School Tennis Courts, which will help with more courts.
- Commissioner PJ Yochum attended the Chamber of Commerce Chili Cook Off event.
- Commissioner Maureen Crick Owen attended the Howl-O-Ween party at the Dog Park on Halloween Day. Ms. Crick Owen took part in handing out prizes.

### 2016 Budget:

Director Amy Mangold presented to the commission the 2016-2017 Parks and Recreation Budget, which included proposed items for a total of a 3.92% increase from last year. Explanations of increase include:

1. New Maintainer - \$75,454.00. This is for: full time salary/wages; group insurance; social security; retirement contributions. Parks and Recreation had requested an additional Maintainer in the 2007-2008 budget, which was not fulfilled due to hiring freeze. Ms. Mangold is reinstating this request for the 2016-2017 budget and explained that with the additional projects and responsibilities, it will be pertinent.
2. Contractual Services - \$8,000.00 is for Contractual Services: 1) Securitas camera monitoring - \$4,000.00. Ms. Mangold explained that due to the high amounts of vandalism at the parks that Parks and Recreation will be monitoring Treadwell Pool, Park, Pavilion and Dickinson Pavilion areas. 2) Edgework consulting, Camp Training - \$2,000.00. Ms. Mangold explained to the commission that the training Edgework provides to the Summer Camp leaders is invaluable and have recognized the difference in site directors' professionalism, work ethics and has resulted in successful camp seasons. 3) Church Hill Sidewalk cleaning - \$2,000.00. Ms. Mangold feels that with the new responsibility of snow removal from sidewalks on a portion of Church Hill, Parks and Recreation will need to hire a contractor to help with this additional responsibility.
3. Grounds Maintenance - \$3,000.00. Ms. Mangold explained that this is to cover expenses of painting lines for parking and the additional miscellaneous expenses for work done at Fairfield Hills grounds.
4. Marketing & Advertising - \$6,000.00. Ms. Mangold explained that this is not a new expense, but it has never been a separate line item. In the past, the funds were taken from revenue account and dues. (\$4,000.00 from revenue; \$1,000.00 from dues; \$1,000.00 increase)

### Capital Spending:

Director Amy Mangold presented to the commission the Capital Spending Requests as part of the 2016-2017 Parks and Recreation Budget. Chairman Ed Marks has asked that the commissioners take a look at the request and come to the next meeting, December 8, 2015 prepared to come up with a Capital Spending Of between \$200,000.00 and \$220,000.00.

### Dog Park:

- Director Mangold stated that according to Fred Hurley at Public works, the parking lot at the Dog Park will be paved before Thanksgiving 2015.
- No update on the booster pump (Assistant Director Carl Samuelson was absent from the meeting)
- Working on moving the drain to outside the fence.
- Water Control has been fixed.
- It has been suggested removing a portion of the fence to place garbage receptacles. Ms. Mangold would like to wait until paving is done before removing new fencing.
- Mr. Marks stated that the priority is the paving and drainage.

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

Ms. RoseAnn Reggiano, Assistant Director

- The Howl-O-Ween party at the Dog Park was a huge success. 85 dogs attended dressed up in custom. Commissioner Maureen Owen Crick was there to help hand out prizes. The Event grossed \$574.00.
- The Halloween Party for age 8 and under was attended by 80-85 children. The big hit was the hayride. 40 bags of candy were donated for Main Street residents to hand out on Halloween.
- The grade 5th-6th grade Halloween Party was sold out within an hour. Over 100 children attended this event, held at the Teen Center.
- Saturday, November 14, 2015 is the Annual Basketball Turkey Shoot.
- Ms. Reggiano stated that she is currently preparing for Annual Breakfast with Santa to be held on December 5, 2015.

**Director’s Report:**

- Ms. Mangold explained to the commission that she feels very strongly about Parks and Recreation taking a stand on the Community Center. That the Community Center should consist of flexible space for the whole community. A pool benefits a community and should be part of the plan and be supported, along with office space for Parks and Recreation.
- Ms. Mangold and Mr. Samuelson will be meeting with Fred Hurley with Public Works to discuss employment comparability between the two department mechanic positions.

**Correspondence:**

- Assistant Director Reggiano received an e-mail that she shared with the commission: *“October 23 at 8:48pm. Wow! What a fantastic job RoseAnn and her amazing staff did on the 5<sup>th</sup> and 6<sup>th</sup> grade Halloween Party! The decorations were outrageous and a fun time was had by all!! Thanks for all of our hard work!” Melissa Nemeth Beylouni*

**Acceptance of Minutes:**

Corrections to the minutes from October 13, 2015 commission meeting are as follows: Under the category **Correspondence**, Treasure, Joe Harrington was changed to Treasurer Joe Harrington. Under the category **Director’s Report**, Pat Llorda was changed to Pat Llodra.

**Motion:**

**Commissioner Maureen Crick Owen made a motion to approve the Minutes, as amended, from Tuesday, October 13, 2015 commission meeting. Commissioner PJ Yochum seconded the motion, which was carried unanimously.**

**Motion:**

**Adjournment:**

**Commissioner Maureen Crick Owen made a motion to adjourn the meeting at 7:52 pm. This motion was seconded by Commissioner PJ Yochum, which was carried unanimously.**

The next regular meeting is scheduled for Tuesday, December 8, 2015 at 6:00 pm at 3 Main Street, Newtown, CT in the conference room.

*Submitted, Gabriella Chernoff, clerk*