

**Stonington Recreation Commission**  
**Regular Meeting**  
**Tuesday, May 29, 2012 at 6:00 PM**  
**Human Services Room**

Present: Chairman C. Michael Crowley and Vice-Chair Frank Prachniak  
Commissioners: Joe Ciriello, Joe McKernan, Beth Quesnel, Paulla Solar and Larry Theadore  
Human Services Director Beth-Ann Stewart  
Recreation Administrator Joseph Mendonca, Jr.

- I. Publics' Opportunity to Address the Commission  
No Comments
- II. FOI Training – Cindy Ladwig, Town Clerk & FOI Liaison for the Town of Stonington  
Town Clerk Cindy Ladwig was in attendance to provide Commission members with an overview of the process and procedures regarding minutes and agendas
- Agendas and Meeting Notices  
Regular meeting schedule submitted every January to the Town Clerk
  - Monthly meetings  
Agenda posted every month within 24 hours of the meeting
  - Subcommittees  
If subcommittees report to the Commission, they must post agendas & minutes, which are added to the applicable Commission book; meetings are considered "special".
  - Questions (answered by Town Clerk Cindy Ladwig):
    - Q: How many Commissioners can be in attendance before gathering is considered an official meeting?  
A: Two
    - Q: Two members of the Recreation Commission decided to make an appointment with the First Selectman, would that have to be posted as a meeting?  
A: Yes
    - Q: Can Commission members discuss issues over the telephone?  
A: No. Recreation topics may not be discuss in private, whether a verbal conversation or via telephone or e-mail, as it constitutes a meeting; all discussion between Commission members must occur at a meeting.
    - Q: Commissioner Solar: If Commission members meet at a field to discuss an issue, is that considered a meeting?  
A: Yes; that meeting would need to be posted and minutes would be required.

Q: Vice-Chair Prachniak: What about emergencies? For example, if a score board fell down in a wind storm; can two Commissioners have a discussion about what to do then?

A: It has to be a true emergency, and based on recent court rulings, that example does not constitute an emergency.

Director Stewart:

Per recent training, the example cited by Vice-Chair Prachniak would not be considered an emergency, even though it seems like one; it would be considered an Administrator function, and would require a Commission member to contact Recreation Administrator Joe Mendonca.

Town Clerk Cindy Ladwig:

A Commission member can discuss any topic with the Recreation Administrator, as the Administrator is not part of the Commission, therefore discussions would not be considered a meeting. All issues should be brought forward to the Recreation Administrator, not discussed in private between Commission members.

Q: When can items get added to the agenda?

A: Regular meeting: items can get added with a 2/3 vote

Special Meeting: Nothing new can be added. Special meetings are very specific; no new items can get added to the agenda, and no old items can be discussed.

Q: Do minutes have to get taken at subcommittee meetings?

A: Yes, but they do not need to be extremely detailed (the Recreation Administrator can take them), since subcommittees do not have any voting powers; all items are taken back to Commission for discussion and vote.

Q: Vice-Chair Prachniak - Is this set in stone or recommended?

A: Set in stone.

Q: Commissioner Quesnel: If installing new equipment, and 4 or 5 Commissioners want to go look at it, does there have to be 24 hour notice?

A: Yes. In that situation, the Recreation Administrator can be phoned and informed that 4 or 5 Commissioners are going to look at equipment; the Administrator can post it. The Administrator does not have to be there but minutes need to be taken.

III. Secretary's Report  
a. April 30<sup>th</sup>, 2012 Regular Meeting

Correction: Item VII c Other Business – Athletic Field Task Force should read:

VII. Other Business

Updates/Future projects Sub Committees Progress

c. Athletic Field Task Force

Football Field

Task Force suggested turning the football field into a synthetic turf field, allowing use for three sports: field hockey; lacrosse and football.

Chairman C. Michael Crowley stated that the maintaining of the field would be expensive and would be maintained by the Recreation Department within public works, First selectman Haberek concurred.

Upon the above correction, a motion was made by Commissioner Ciriello to accept the Secretary's Report. Motion seconded by Commissioner Quesnel and approved.

b. May 16, 2012 Special Meeting

A motion was made by Vice-Chair Prachniak to accept the Secretary's Report. Motion seconded by Commissioner Theadore and approved.

IV. Budget Report

- a. General Fund
- b. Special Activity

Commissioner Ciriello inquired about some of the expenses incurred, and stated that although he attended all meetings, costs were incurred that he was unaware of. He stated he would like to know of expenses ahead of time, as all Commission members should be in agreement.

A motion was made by Commissioner Solar to accept the budget reports. Motion seconded by Vice-Chair Prachniak and approved.

V. Communications  
None

## VI. Programs

### a. Spring- *In progress/ Completed*

- Archery (DMS-12/WVSS-9)
- Track & Field Clinic (10)
- Hershey Track & Field Games (10)
- Softball League (6 Teams)
- Golf League (11 Teams)
- Basketball HS Girls Open Gym (12)
- Basketball MO30(26)
- Stonington's 4<sup>th</sup> Weight Loss Challenge (20)
- Quilting (4)
- Pilates (8)
- Cardio Sculpt (5)
- Baby Boomers (8)
- Zumba (16/17/4)
- Zumba Toning (4)

### b. Summer- Upcoming Programs

- Tennis - Coed Adult League (8 Teams)
- Basketball - Women's League (4 Teams)
- Coed Softball- Captains Meeting- June
  - Fee structure
  - expenses
- Summer Camp
- Basketball HS B/G Open Gym
- Tennis - Coed HS League
- Tennis - Youth Clinic Beg./Adv.
- Rowing
- Soccer- HS Pre Season Camp

## VII. Recreation Administrator's Report

## VIII. Other Business

### a. Updates/Future Projects Sub Committees Progress

- Spellman Restrooms
  - Before the end of school, the art group will outline and paint one inch inside each mural, the rest up is up to the Commission. Two on each end, one on the back; dark brown paint
- Haley's Way Playground
  - Administrative work complete, special meeting needs to be scheduled. Commissioner Ciriello will notify the paper for a photo opportunity. Chair Crowley stated he will take posters to area hotels so tourists are aware of area playgrounds.

### b. Athletic Field Task Force

- c. Tennis Courts
- d. Basketball Outdoor Courts
- e. Pavilion Fee

- Chair Crowley stated he believes the pavilions should come under Recreation; years ago that did happen, but Spellman took away in budget crisis. Would still like to see shuffleboard added, obtain a price for replacing pavement, add basketball hoops and horseshoe pits. Chair Crowley believes the pavilions should be the next big project.
- Commissioner Ciriello asked Administrator Mendonca if he would be comfortable putting together plan to present to Commission; he will.
- Chair Crowley stated a subcommittee could work with Administrator Mendonca
- Vice-Chair Prachniak asked how the pavilions could formally get put under Recreation.
- Chair Crowley stated they should first see the First Selectman, as he was all for it at the May 16th special meeting; he will call Haberek to see how he wants to do it
- Director Stewart stated it may be as simple as adding a line item or taking the line item of the rest rooms and move it under Recreation.
- Administrator Mendonca stated the revenue comes to special activities, and has been moved to facilities line.
- Commissioner Ciriello asked if a pavilion is rented for whole day, or just part.
- Director Stewart stated that this is a good idea to look at; should there be two rental periods within one day?

f. Borough playground

- Director Stewart stated that a CIRMA certified playground inspector will visit the Board of Education & Town playgrounds to inspect sometime in July, and inspection should be done on yearly basis.
- Chair Crowley stated he does not believe that Commission should be worrying about that, it is not that important; Director Stewart stressed that there are very strict guidelines that need to be followed.

IX. Chairman's Comments  
None

X. Meeting Adjourned

A motion was made by Commissioner Quesnel to adjourn. Motion seconded by Commissioner Theadore and approved. Meeting adjourned at 7:10PM.

Respectfully Submitted,



C. Michael Crowley, Chairman