Minutes

Monthly meeting: Monday, February 12, 2018 in City Hall.

Meeting was called to order at 7:00 p.m.

By roll call, members present: Andrew Cota, Ronald Sill, Bruce Sill and new member John Bittmann. Beverly Moran, James Benanto and James Butler Sr. were excused.

Parks and Recreation Director Dennis O’Connell was present. Athletic Director clerk Jennifer Moffat was excused.

APPROVAL OF MINUTES:
MOTION made by Bruce Sill and second by Ronald Sill. Move to accept the minutes of January 16, 2018, as written. Motion carried unanimously.

PUBLIC PORTION:
Ralph Signore, Pop Warner director, was present to discuss the construction schedule for the new facility and how it will impact the Pop Warner program. The program has between 150 to 200 participants between the football players and cheerleaders. They provide an organized activity for the City’s youth.

Mr. O’Connell noted that the projected building schedule for the football field is aiming for a September 28, 2018 completion date. The field house will be completed in early 2019. With that, he is planning on scheduling practice for the cheerleaders at Witek Park and football teams at Bradley School. Bradley School does have lights but it was noted that the illumination limits the overall use of the facility. Witek Park does not have lights. Mr. O’Connell noted that men’s softball does utilize Bradley School so the schedule will have to be coordinated with them. Witek Park will be utilized by High School Varsity and Junior Varsity Boy’s and Girls soccer and there is a men’s team that plays on Sunday resulting in at least 20 games being played at the facility. The schedule will have to coordinate with the Pop Warner program. This schedule will place a tremendous amount of play on Witek Park.

Alicia Olenoski noted that the cheerleaders generally practice outside in August but go inside in September so that scheduling should work.

Mr. Signore questioned whether there would be any storage area available. Mr. O’Connell indicated that the Parks and Recreation department could provide a storage container during the season. Bathroom facilities were also mentioned and Mr. O’Connell indicated that porta-pottys could be ordered.

Mr. Signore indicated that the 2017 schedule was a financial hardship for the program. Having no home games resulted in concession stand revenue loss in excess of $10,000. Further, because there were no home games, the league placed them in a pool and penalized the program. This placement resulted in games being scheduled as far as Vermont with it stipulated that if they did not play, they would be fined. Families found the travel to be a great hardship. Transportation costs were an unforeseen expense to the program as well. If at least three games could be played at home, the league would not apply the penalty again this year. Mr. O’Connell indicated that he would explore field availability either in Derby or an adjoining town to hopefully resolve the hardship from the league.
Mr. Signore and Ms. Olenoski raised the issue of the lost concession stand income and asked if the Parks and Recreation Commission could offer any assistance. Mr. Cota indicated that when the 2018-2019 budget is submitted to the Board of Apportionment and Taxation a special request could be made on their behalf. The hardship could be explained and that it would be a one time request. He could not predict their response. Mr. Signore and Ms Olenoski noted that the lost income resulted in postponement of purchasing new equipment. Each year they have to replace worn players equipment for safety reasons. They thanked the members for whatever assistance could be given to the program.

**CORRESPONDENCES:**
Nothing was presented.

**DIRECTOR REPORTS:**
**High School Athletic Director’s Report:** Ms. Moffat was excused but forwarded notes on the accomplishments of the winter programs.

The boys basketball team has 7 wins with 4 games to go. Home tonight and Wed at 7pm.

The girls basketball team has 6 wins with 2 games to go. Away Mon and Wed.

The Boys Indoor Track Meet are NVL Champions. They are now Back to Back to Back Champions.
- Boys 4x400m Champions (E. Sharpe, Bevon McLean, Javan Guevara-Cragwell, Ja'kwan Hale)
- 3200m Run 1st Place Ken Little Jr., 2nd Place Steven Stanley Jr.
- 1600m Sprint Medley Relay Champions (X. Ibrahim, B. McLean, J. Hale, K. Little Jr.) - (New Meet Record)
- Shot Put 1st Place Tristan Pruzinsky, 2nd Place Brian Jalowiec
- Boys High Jump Champion Ja'kwan Hale
- 1000m Run Champion Ken Little Jr.

The Boys Indoor Track Team are Class S State Champions.
- Class S State Champion 1000m Run - Ken Little Jr.
- Class S State Champion High Jump - Ja'Kwan Hale (Qualified for Nationals)
- Class S State Champion Shot Put - Tristan Pruzinsky(Qualified for Nationals); 2nd Place - Brian Jalowiec
- Class S State Champions 1600m Sprint Medley Relay (X. Ibrahim, J. Hale, B. McLean, Ken Little Jr.)
- 1600m Run 3rd place Steven Stanley Jr.
- Boys 4x400m 2nd place (B. McLean, J. Hale, S. Stanley, K. Little Jr.)

The Girls Indoor Track Team had a 5th place finish from Iashia Cooper in the High Jump

There will be numerous athletes competing in indoor track state opens on Sat at Hillhouse HS beginning at 12pm.

The girls indoor track team placed 4th at the NVL meet.
- 300m Dash Champion Ashia Cooper
- Girls Long Jump Champion Rachel Fleischer (New Meet record)
- Girls High Jump Champion Ashia Cooper

Wrestling placed 4th at the NVL/Berkshire League Tournament.
- Champions Matt Oliwa and Anthony Slowik
They will be competing in the Class S State Tournament on Fri and Sat at Windham High School.

**Parks & Recreation Director’s Report:** Mr. O'Connell indicated that he is continuing to prepare the 2018-2019 budget. He anticipates the new field house will be impacting the budget in earlier 2019. He initially feels that a custodian/supervisor position at five hours per day may be sufficient. More staffing would likely be needed in the 2019 to 2020 budget to address fall program use. The field maintenance is a separate issue yet to be determined.

Mr. O'Connell indicated that the recent cold spell resulted in unanticipated HVAC repairs that cost approximately $4,000. Additionally, he continues to research the estimated costs for replacement of the fire alarm system at the Derby Veteran's Community Center.

Mr. O'Connell noted that there have been challenges with the Middle School age basketball travel program. The team players have shown unsportsmanlike behavior that has impacted the relationships with other towns within the league. He is diligently pursuing measures to resolve the matter. Additional oversight is certainly a necessity.

**NEW or OTHER BUSINESS:**

**Update on the Football/Baseball/Field house Committees**
Mr. O'Connell indicated that the committees are drafting schedules for the progress of the construction.

The Field house Committee expects the architect Peter de Bretteville to submit construction documents to the Building Department so as to receive comments and modifications with the process completed by March 12th. The start of construction is set for March 19th.

Kaestle Boos Associates, Inc. is preparing the schedule for the Athletic Facility Renovations Project and Multi-sport Field, Track and Softball Field. Their schedule as revised February 2, 2018:

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date Range</th>
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<tbody>
<tr>
<td>Drawings and Specifications Complete</td>
<td>March 1, 2018</td>
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<tr>
<td>Bid Documents to City</td>
<td>March 2, 2018</td>
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<tr>
<td>Bid Documents available to Bidders</td>
<td>March 8, 2018</td>
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<tr>
<td>Bids Due</td>
<td>March 30, 2018</td>
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<tr>
<td>City and Contractor Executions</td>
<td>April 5 – April 20, 2018</td>
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<tr>
<td>Construction permitting process</td>
<td>April 23 – May 11, 2018</td>
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</tbody>
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**Construction:**
- Building Abatement and demolition            May 14 – June 1, 2018
- Retaining Walls and Bleacher Modifications  June 4 – June 22, 2018
- Field base Construction                      June 25 – July 13, 2018
- Track base Construction                      July 16 – July 27, 2018
- Synthetic Turf Field Installation           July 30 – August 17, 2018
- Track Surfacing Installation                August 20 – August 31, 2018
- Fencing, Netting, Landscaping               September 03 – 07, 2018
- Field and Track Testing, Punch List         September 10 – 14, 2018
- Close-Out                                   September 17 – 28, 2018
- Project Complete                            September 28, 2018
MOTION by Bruce Sill and second by Ronald Sill. Move to adjourn the meeting at 8:11 p.m. Motion carried unanimously.

Respectfully prepared,

Karen Kemmesies
Karen Kemmesies, secretary

These minutes are subject to the Commission’s approval at their next scheduled meeting.