

Park and Recreation Commission

Andrew Cota, Chairman

Beverly Moran
James Benanto
Ronald Sill
James Butler Sr.
Bruce Sill

Minutes

(meeting recorded)

Special meeting: Tuesday, January 16, 2018 in City Hall.

Meeting was called to order at 6:35 p.m.

By roll call, members present: Ronald Sill, Beverly Moran, James Butler Sr. and Bruce Sill. Andrew Cota arrived at 6:55 p.m. James Benanto was excused.

Parks and Recreation Director Dennis O'Connell and Athletic Director clerk Jennifer Moffat were present.

ELECTION OF CHAIR:

MOTION made by James Butler Sr. and second by Bruce Sill. Move to nominate Andrew Cota as chair of the Parks and Recreation Commission. Motion carried unanimously.

No other nominations were received. The floor was closed. Members looked forward to his continuing efforts for recreation in the City.

ADDITIONS OR DELETIONS TO THE AGENDA:

MOTION made by Ron Sill and second by Beverly Moran. Move to accept the agenda, as presented. Motion carried unanimously

APPROVAL OF MINUTES:

MOTION made by James Butler Sr. and second by Bruce Sill. Move to accept the minutes of September 11, 2017, as written. Motion carried unanimously.

PUBLIC PORTION:

No one was present.

CORRESPONDENCES:

Nothing was presented.

DIRECTOR REPORTS:

High School Athletic Director's Report: Ms. Moffat distributed winter program schedules to the members. She stated that the Boys Basketball are doing well with three wins this year. The Girls Basketball are also doing well with four wins so far. Indoor Track are doing very well. They are currently ranked fourth in the State and will likely go to the finals. Wrestling is doing well but with the small squad they can not fill players in all the weight divisions resulting in a forfeit on the scoring which does affect their overall standing in the league.

Parks & Recreation Director's Report: Mr. O'Connell distributed copies of the financial report to the members. He indicated that Witek Park maintenance, Equipment maintenance and Playground Wages line items are nearly exhausted and he will be approaching the Board of Apportionment and Taxation for transfers within his budget. With the fieldhouse shut down and scheduled for demolition there will be funds available within some of the utility line items. He also reviewed the current staffing level and the wages of the positions. This information will be used to draft the 2018 – 2019 Parks and Recreation Department budget. He expected to bring a budget draft to the next meeting. Regarding capital

expenditures, he is exploring the replacement of two treadmills. He may be able to accomplish the purchase within the regular budget if he spreads the purchases over this and next year. Another capital project for consideration is possibly resurfacing the basketball courts at Coon Hollow Park. The project will likely be in the range of \$20,000.

Members discussed how the new fieldhouse and fields will be impacting the Parks and Recreation Department budget. As the project is in the planning stage, there are many unanswered questions regarding the potential use of the building, who will be charged with the oversight of the building and how will custodial and supervisory personnel be managed. The new fields will require maintenance and likely new equipment to address said maintenance. Currently, Mr. O'Connell depends on Public Works to provide the care of the facility. Will they continue that duty and if so, what equipment and personnel will be needed?

Mr. O'Connell indicated that the Basketball programs are going well. They continue their association with Ansonia which is working out very well. The Derby Veteran's Community Center has been giving swimming lessons on a weekly basis which brings in a modest income. Gym rentals continue with two corporations also contributing to the Center's income. With the extremely cold weather recently, a few minor maintenance issues arose but were quickly resolved.

Mr. O'Connell noted that he has had problems with some local youth coming to the Center and becoming very disruptive and disrespectful. He has called the Police on occasion. He will be discussing the matter further with the Police Department and possibly asking for increased presence in the area.

NEW or OTHER BUSINESS:

Members suggested inviting the recreation programs to the Commission meeting to review their budget needs and their programs functions. It was suggested that the spring programs be invited to the March or April meetings. As Pop Warner has just finished, it was thought that they may be able to attend the February meeting. Mr. O'Connell will reach out to the directors to invite them.

Update on the Football/Baseball/Field house Committees

Ms. Moffat indicated that there is little to report. With no firm time for construction, the programs are in limbo for scheduling of play. They are continuing with the intention to utilize facilities in adjoining towns. She noted that trees have been removed recently. Mr. Cota noted that a Building Committee meeting is set for February 8th.

2018 Calendar:

The Park and Recreation Commission meeting schedule for the 2018 calendar year shall be the second Monday of each month with the exception of October (Columbus Day):

January 8, 2018	August 13, 2018
February 12, 2018	September 10, 2018
March 12, 2018	October 9, 2018 (Tuesday)
April 9, 2018	November 12, 2018
May 14, 2018	December 10, 2018
June 11, 2018	
July 9, 2018	January 14, 2019

The meetings will be held at 7:00 P.M. at the City Hall.

Motion made by Ronald Sill and second by Beverly Moran. Move to accept the calendar, as presented. Motion carried unanimously.

MOTION by Beverly Moran and second by Bruce Sill. Move to adjourn the meeting at 7:42 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.