

NEW FAIRFIELD PARKS AND RECREATION COMMISSION
4 Brush Hill Road
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REGULAR MEETING
MINUTES
Monday, November 5, 2018
6:00 p.m.
TOWN HALL ANNEX CONFERENCE ROOM

Members Present: Sean Loughran (Chairman), Steve Burfeind, Tom Edwards, Mark Lamanna, Jim Ogden and Gary Remley

Members Absent: Tom Edwards Chris Van Steen

Town official present: First Selectman Pat Del Monaco, Finance Director Ed Sbordone, Parks and Rec Director Linda Lull, Human Resource Director Kara Mehler, BOF Chairman Wes Marsh and BOE Representative Kimberly LaTourette

Guests: None

Call to Order- Chairman Sean Loughran called the meeting to order at 6:03 pm.

Change in agenda

Gary Remley made a motion to move discussion of boat dock fees to item 3A. Jim Ogden seconded the motion. **Vote: All in favor**

Public Comment- None

Approval of Minutes-Gary Remley made a motion to approve the minutes from the October 15, 2018 meeting as presented. Jim Ogden seconded the motion.

Vote: All in favor

Chairman Comments

Sean Loughran and Parks and Rec Director Linda Lull spoke of assignments for the commission members for the Turkey Run (November 18th) and the Tree Lighting (November 24th). He asked that fees for Parks and Rec events for the 2019 season be set at tonight's meeting.

Boat Dock Fees

First Selectman Pat Del Monaco spoke of a plan to replace the boat docks at the town marina. She spoke of setting up a special fund (lock box) that can only be used for dock replacement. She noted that Public Works recently looked at the docks and noted that the fingers of the docks are in good shape but the arms will need to be replaced. The firm, Race Engineering in Stamford will complete a design of the docks and then a RFP can be done to determine the cost. There was a brief discussion of whether the existing fingers can be hooked up to new arms or if this project can be done in pieces. If the fingers are still able to used, the price of the dock replacement will be less than anticipated.

Pat Del Monaco noted that Finance Director Ed Sbordone created a 301 Fund which can only be used for dock replacement. The initial funding of this project would be as follows: \$30,000 (new fields facility), \$74,286 (Parks and Rec self-sustaining fund), \$105,582 (boat dock replacement fund) and \$195,862 (expenditure surplus from 2017-2018). This would yield a beginning balance in this fund of approximately \$405,000.

A Memorandum of Understanding regarding the dock replacement fund will be signed by the First Selectman, Chairman of the Board of Finance, Chairman of the Parks and Rec Commission and the Finance Director. This MOU notes that money will not be taken from this fund and diverted to another use. Beginning in the 2018/2019 fiscal year and each future fiscal year, the Finance Department will transfer all additional funds above \$150,000 collected by the Recreation Director for boats and jet ski slips into the Fund 301 for the sole purpose of replacing the docks. Any future use of these funds will need to be approved by both the Board of Selectmen and the Board of Finance. It was also noted that beginning in the fiscal year 2019/2020 and each future fiscal year, the Parks and Rec program fund will no longer be required to contribute to the Town's Capital fund and the Town will no longer be required to fund the Parks and Recreation capital needs.

It was decided that the Parks and Rec will suggest fees for the boat slips and recommend to the Board of Selectmen for the final decision.

Boat slip fees

Steve Burfeind made a motion to increase the Boat slip fees by \$250.00 and the Jet Ski slip fees by \$125.00 for the 2019 season. Gary Remley seconded the motion. **Vote: 3-2-0 (Steve Burfeind, Jim Ogden and Gary Remley in favor, Tom Edwards and Mark Lamanna opposed)**

Memorandum of Understanding

Steve Burfeind made a motion that the Parks and Rec Commission authorize Chairman Sean Loughran to sign the Memorandum of Understanding for the Boat Dock replacement lock box. Mark Lamanna seconded the motion. **Vote: All in favor**

Public Works update

Linda Lull noted that the benches for the softball fields were delivered to the Public Works garage.

Pat Del Monaco noted that the state is having a tree surgeon come to look at the tree at the Town Beach to determine if it needs to be removed.

Director update

Haunting on the Hollow

Linda Lull noted that the Haunting on the Hollow was originally scheduled for five nights but the last night was rained out. There were a lot of volunteers and everyone received great feedback on the houses. The attendance was slightly less than last year. The total amount raised was \$8,722. Of this, 10% is given to Great Hollow and the remaining amount is split between the New Fairfield Parks and Rec department, the New Fairfield Lions Club and Bynight Productions.

There was a discussion of ideas for next year and the best ways to advertise and the possibility of including outside organizations to receive a portion of the ticket sales if customers mention their organization. There was a suggestion of the possibility of having an event for younger children possibly earlier in the day.

Holiday Light Fight

The First Annual New Fairfield's Great Holiday Light Fight will be judged on December 6th from 6pm-9pm. The deadline to sign up for this is Thursday, November 15th. Winners will be judged on holiday spirit, use of lights and overall design.

Blue Raiders Swim Team

There was a discussion of the decline in enrollment for the swim team. Linda Lull will inquire with Jill Cook about options.

Day Camp fees

There was a discussion of increasing the weekly fee for the day camp. Linda Lull spoke of enrollment and money made for specific camps from last summer. It was decided to keep the fees the same as last summer.

Parking fees

The parking fee for nonresidents for the Town Beach will remain at \$60 per day.

Executive Session

Mark Lamanna made a motion to go into Executive Session at 6:58 pm to discuss a personnel issue and to invite First Selectman Pat Del Monaco and Human Resource Director Kara Mehler into the Executive Session. Steve Burfeind seconded the motion.

Vote: All in favor

Jim Ogden made a motion to come back from Executive Session at 7:53 pm. Tom Edwards seconded the motion. **Vote: All in favor**

Steve Burfeind made a motion that the Parks and Rec Commission provide up to \$12,500 in funding from the 205 account to be given to the Director of Recreation in the form of a stipend as decided by the First Selectman for fiscal year 2018-2019. Gary Remley seconded the motion. **Vote: All in favor**

Adjournment- Jim Ogden made a motion to adjourn the meeting at 7:53 pm. Gary Remley seconded the motion. **Vote: All in favor**