

**PARKS & RECREATION COMMISSION
TOWN OF NEW FAIRFIELD
4 BRUSH HILL ROAD
NEW FAIRFIELD, CT 06812
PHONE: 203-312-5633**

**Regular Meeting
Wednesday June 13, 2007**

**New Fairfield Town Hall Conference Room
7:00 p.m.**

PRESENT: Ray Lubus, Chairman, Mark Lamanna, Vice Chairman, Bill O'Keeffe, Winn Brown, Laura Anderson, Sean Loughran, Steve Merullo, Director Parks & Recreation, Lyn Sheaffer, Commission Secretary

GUESTS: John Hodge, First Selectman; Mr. Joe Castagnola, Superintendent of Schools and Mr. Kim Hanson, Chairman Board of Education

1. CALL TO ORDER

Meeting called to order at 7:05 p.m. by Chairman Ray Lubus

2. Public Comment

None

3. Remarks from Parks & Recreation Director

Moved to later in the meeting.

MOTION

Mr. O'Keeffe motioned to accept the agenda. Mr. Brown seconded the motion. Additions:

1. Under Old Business add Rec Track Training
 - a. Rec Track Training
 - b. After School Program
 - c. Joint Parks & Recreation/Board of Education Field Committee

Vote taken:

Mark Lamanna	Yes
Winn Brown	Yes
Bill O'Keeffe	Yes
Sean Loughran	Yes
Laura Anderson	Yes

Motion carried unanimously.

3. Remarks from Chairman Parks & Recreation

Mr. Lubus reported on the joint Field Committee with the Board of Education. The Committee reviewed the revenues to date and figured they need to put away \$50,000 per year. He stated there was a tremendous short fall.

Mr. Brown reviewed his Field Usage Fee Analysis.

Mr. Merullo joined the meeting at 7:15 p.m.

Mr. Brown reported Youth Lacrosse didn't pay for fall '06. He explained the charge was the same if you use the field 1x a week for one hour or if you use the field 5-7x a week for several hours. He reviewed

Option 1

Units (players) x days x \$20.

Option 2

\$20 low usage fee (1-2 days / week)

\$40 high usage fee (3+ x / week)

The Commission discussed marketing events.

Mr. O'Keefe expressed concern that P&R had no control over how many kids are registered/ pd. In each club.

Mr. Lubus felt they never had an indication Clubs are not being honest with numbers. He felt P&R needs to maintain a trust relationship.

Mr. Loughran asked if the Committee had discussed just raising the fee to \$30. Mr. Brown did not think it was fair, he felt the fee should line up with how the club is using the field.

MOTION

Mr. O'Keefe motioned to move forward with the Field Use Joint Committee and make Option 2 recommendation to the Board of Education. Mr. Lamanna seconded the motion. Vote taken:

Mark Lamanna	Yes
Winn Brown	Yes
Bill O'Keefe	Yes
Sean Loughran	Yes
Laura Anderson	Yes

Motion carried unanimously.

MOTION

Mr. Loughran motioned to add a discussion on 'Groovin to the agenda. Ms. Anderson seconded the motion
Vote taken:

Mark Lamanna	Yes
Winn Brown	Yes
Bill O'Keefe	Yes
Sean Loughran	Yes
Laura Anderson	Yes

Motion carried unanimously.

Mr. Hodge reported on the day the fields were closed by the town due to danger. Lacrosse opened the field. He requested P&R make a statement to lacrosse. The commission discussed.

MOTION

Mr. Loughran motioned to have Mr. Merullo send a letter to New Fairfield Lacrosse and all field usage groups stating field decisions are made by Mr. Merullo and Mr. Castagnola and if they are closed they cannot be opened by any club. Mr. O’Keeffe seconded the motion. Vote taken:

Mark Lamanna	Yes
Winn Brown	Yes
Bill O’Keeffe	Yes
Sean Loughran	Yes
Laura Anderson	Yes

Motion carried unanimously.

Mr. Hodge reported on a situation with ‘Groovin. He explained in December sound equipment had been ordered, Mr. Hodge used his AMEX card to order the equipment. In January a member of Groovin used his debit card to pay for the equipment. Two monitor speakers were still not picked up. Mr. Moore gave the check from the New Fairfield Community Assoc. made out to East Coast Music Mall to the vendor and the check was cashed. So in fact they had been paid twice. To date the Goovin member’s debit card has not been reimbursed. Mr. Hodge reported with the drive-in movie coming up they had no equipment to use, they were not able to the equipment the gentleman from ‘Groovin paid for. Mr. Merullo and Mr. Hodge went to East Coast Music Mall and took a complete sound system with 2 monitors as collateral for the cashed check. The Commission discussed.

MOTION

Mr. Loughran motioned to authorize Mr. Lubus to invite the members of ‘Groovin to the July meeting or P&R will terminate their agreement. Mr. Lamanna seconded the motion. Vote taken:

Mark Lamanna	Yes
Winn Brown	Yes
Bill O’Keeffe	Yes
Sean Loughran	Yes
Laura Anderson	Yes

Motion carried unanimously.

Mr. Joe Castagnola; Superintendent of Schools and Mr. Kim Hanson, Chairman Board of Education entered the meeting at 8:10 p.m.

Mr. Brown reviewed his Field Usage Fee Analysis.

Mr. Loughran suggested when they talk to the clubs they ask them to commit to run tournaments and split revenues.

Mr. Hanson suggested before going to the clubs the committee needs to look into marketing the field for \$40,000. The Commission discussed changing the fee structure to \$25/\$40.

Mr. Castagnola will call O&G for a better idea of replacement costs.

Mr. Merullo to call John Leary, Danbury High School field manager and ask questions.

The Commission discussed the movie next Friday.

4. Old Business

Rec-Trak Training

Mr. Merullo reported Rek Trak training was set up for July 16-18.

After School Program

Mr. Merullo reported he met with Consolidated Principal, Jane Harwood. He reported due to conflicts they cannot have the cafeteria on Tuesdays. He explained they need to be out of the gym by 5:00 p.m. for cleaning. Other changes were:

1. change ½ days to “early dismissal”
2. change PTO emergency system to “Alert Now”

He explained parents cannot call the Consolidated office about the After School program. The Commission discussed they need to make a space for the Director in the P&R office. Mr. Merullo reported any Drugs have to be double locked; the nurse will only be on premises for the first 10 minutes.

Mr. Lubus left the meeting at 9:00 p.m. Vice Chair Mark Lamanna took over.

Mr. Merullo felt the After School program was moving forward with some small changes. He felt any space issues could be worked out with Phil Ross. He also felt we need to advertise the program in the Citizen News.

4. Sub-Committee Reports

FIELDS

Mr. Merullo reported he has the forms for summer usage. He felt they should look at fall soon. He also stated they would need a new Fields sub-committee chairperson.

PROGRAMMING

Ms. Anderson suggested the Commission start thinking about the Turkey Run 11/18/07. Sponsor letters should be composed.

WATERFRONT.

Mr. Lamanna asked Mr. Merullo to look at the exposed wire in the tree and make sure the handicapped signs were installed.

Mr. Merullo reported they were heavily staffed for the weekends before and after July 4th. Mr. Hodge was asking for more police at the parking lot.

5. Parks & Recreation Director's report

Mr. Merullo reported the waterfront was up and running. All the kids had been hired and passed their drug tests.

Mr. Merullo reported the summer Day Camp was ready to go. He explained 7th graders were registered in the program because the numbers were low. The Commission discussed. The Commission expressed concern because they have said no 7th graders 3 years in a row.

6. New Business

Mr. Merullo reported the Golf Tournament was cancelled. He reported there were dates open in September to reschedule. 9/3, 9/10, and 9/24.

The Commission discussed the new Town Hall Hours effective July 1st. They felt maybe a drop box for sign ups or a special night for registration may work.

Mr. Brown left the meeting at 9:25 p.m.

7. Correspondence & Communication

None

8. Approval of Minutes

Minutes tabled until the July meeting.

9. Adjournment

5. Parks & Recreation Director's report

Meeting adjourned at 9:30 p.m.

Respectfully Submitted

Lyn Sheaffer, Secretary Parks & Recreation Commission