

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

**Special Meeting  
Saturday July 21, 2007**

**New Fairfield Town Hall Conference Room  
8:00 a.m.**

PRESENT: Ray Lubus, Chairman, Bill O'Keeffe, Sean Loughran, Steve Burfeind, Teresa Fiamengo, Bill Tripp, Steve Merullo, Director Parks & Recreation, Lyn Sheaffer, Commission Secretary

GUESTS: Jim Mitchell, Melissa Luks Fidanza, Dan Coccoza.

**1. CALL TO ORDER**

Meeting called to order at 8:05 a.m. by Chairman Ray Lubus

**2. Public Comment**

Mr. Loughran expressed concern about the Board of Education not putting any money away to replace the turf fields.

**3. Remarks from Parks & Recreation Chairman**

Mr. Lubus reported he gave a report to the Board of Selectmen at the end of June listing the Commissions projects and progress. He felt they were well received.

Mr. Lubus welcomed Ms. Fiamengo and Mr. Burfeind to the Commission.

**4. Remarks from Parks & Recreation Director**

Mr. Merullo reported the office was busy, Day camp was going well. He explained Bids are going out for paving Komlo parking lot.

**5. Review of Sub Committee Descriptions**

**Waterfront– Mark Lamanna, Chairman**

Mr. Lubus read the description of responsibilities for the Waterfront Sub-Committee.

Mr. Lubus introduced Jim Mitchell, Sr. Marina Attendant.

Mr. Mitchell expressed concern there has been no waterfront sub-committee meeting lately. He reviewed his concerns.

1. Parking – could use new stickers.
2. Gate motor – leaking oil.

Mr. Merullo explained he had extra staff to handle the added parking. He was informed by the Town Attorney that we do not have to let Non-residents Park if they are not using our facility. He also stated the gate had been serviced Thursday.

3. Drinking – Excessive drinking by young boaters.

Mr. Mitchell expressed concern about excessive drinking by young boaters. He suggested the Commission send a letter to marina attendants. The Commission discussed. Mr. Lubus felt the Commission's jurisdiction was limited if they were not drinking in marina. The Commission felt a marina radio should be purchased so the attendant can call Candlewood Lake Authority or the DEP directly.

4. Boat Size

Mr. Mitchell expressed concern over bigger & wider boats. He asked the Commission to authorize Mr. Merullo to contact the marina tenants in slip 58 & 74 to turn their boat around and park face in.

5. Stickers.

Mr. Mitchell reported still 13 people with no stickers on their boats. The Commission discussed. Mr. Lubus suggested Mr. Merullo send a letter stating a deadline date for sticker if missed they will be fined and be removed from the marina next year.

#### MOTION

Mr. Loughran motioned to.

1. not sell parking spaces to non-residents unless they are using our facility
2. send to current marina tenants without stickers a letter stating if they do not comply by August first there will be a fine of \$50 and if they still do not comply their contract may not be renewed next year.
3. Send a letter to tenants in slip 58 & 74 to turn their boats around and park face in.
4. Authorize purchase of marine radio providing CLA will accept calls not to exceed \$250.

Mr. O'Keeffe seconded the motion. Vote taken:

Bill Tripp	Yes
Steve Burfeind	Yes
Bill O'Keeffe	Yes
Sean Loughran	Yes
Theresa Fiamengo	Yes

Motion carried unanimously.

Mr. Dan Coccoza approached the Commission. He was happy with all the improvements in town; however, he felt there could be more done at the beach. He asked for more tables, maybe special family nights, and for the sand to be York-raked regularly. He had heard complaints about some of the swim teachers of 7-8 yr. olds.

Mr. Merullo reviewed the lifeguard staff and their responsibilities. He also reviewed all the improvements at the beach. He explained on 8/17 they had scheduled a band for the deck. He asked for volunteers if they were asking for more programs.

MOTION

Mr. Loughran motioned to appoint Melissa Luks Fidanza to the waterfront sub-committee. Mr. Tripp seconded the motion. Vote taken:

Bill Tripp	Yes
Steve Burfeind	Yes
Bill O’Keeffe	Yes
Sean Loughran	Yes
Theresa Fiamengo	Yes

Motion carried unanimously.

Long Range Planning / Capital Improvement – Sean Loughran, Chairman

Mr. Lubus read the duties and responsibilities.

Field Use – Chairman needed

Mr. Lubus read the duties and responsibilities. He explained the sub-committee meets with team representatives and Board of Education representatives to set field schedule and determine what fields are closed.

Programming – Laura Anderson, Chairman

Mr. Lubus read the duties and responsibilities.

Mr. Lubus asked for the Commission to think about what Sub-committee they would like to join and report back next meeting.

Mr. Burfiend will join Mr. Lubus and Mr. Merullo at the joint Board of Education meeting 7/24.

**6. Old Business**

Groovin’

Mr. Lubus reported the chairman of Groovin’ stepped down, the current representatives Elliot Merkle and Jeff Mayne were very responsive and we still have our own sound system.

Mr. O’Keeffe left the meeting at 9:45 p.m. He stated they had booked the golf outing for 9/24 at 1:00 p.m.

Drive-In Movies

Mr. Lubus asked for more of a Commission presence. Mr. Merullo reported the thunder storm shut things down last Friday night.

Upcoming movies 8/3, 8/10 (rain out Madagascar), 8/24 (rain date 8/31)

Mr. Merullo explained he received a request from Middletown P&R to run 6 movies in a row on Monday nights. He is putting together proposal numbers.

Mr. Lubus stated we need to work on a policy guide for the Foundation.

## **7. New Business**

### **After School Program & Hiring Director**

Mr. Merullo presented the Commission with applications. The Commission reviewed and pulled out strong candidates. Mr. Merullo, Ms. Coelho, Ms. Anderson and Ms. Fiamengo will be in on the interviewing process. Director needs to be on board by August 6<sup>th</sup>.

The Commission reviewed day camp numbers. He explained this year numbers were down, he felt money was an issue.

## **8. Sub-committee reports**

### WATERFRONT

None

### LONG RANGE PLANNING/CAPITAL IMPROVEMENT

Mr. Lubus gave Mr. Loughran Spruce Ridge Subdivision maps to review.

### PROGRAMMING

None

### FIELD USE

Mr. Merullo reported the tennis courts were paved and the fence was up. They were due to be painted on the 24<sup>th</sup>. The work should be completed by 8/1 weather permitting.

Mr. Merullo asked the Commission to buy a new set of goals for the soccer field. That would give them 7 goals (1 back up). Mr. Merullo to get bids.

## **9. Correspondence & Communications**

None

## **10. Approval of Minutes**

Minutes tabled until August meeting.

## **11. Adjournment**

### MOTION

Mr. Loughran motioned to adjourn. Mr. Tripp seconded the motion. Vote taken:

Bill Tripp	Yes
Steve Burfeind	Yes
Bill O'Keeffe	Yes
Sean Loughran	Yes
Theresa Fiamengo	Yes

Meeting adjourned at 10:15 a.m.

Respectfully Submitted

Lyn Sheaffer, Secretary Parks & Recreation Commission