

**PARKS & RECREATION COMMISSION
TOWN OF NEW FAIRFIELD
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**Regular Meeting
Wednesday, September 12, 2007**

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

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

GUESTS: Jim Mitchell, Sr. Marina Attendant; John Hodge, First Selectman.

1. CALL TO ORDER

Meeting called to order at 7:00 p.m. by Chairman Ray Lubus

2. Public Comment

Mr. Bird, Gillotti Road approached the Commission. He wanted to tell the Commission what a great job the marina staff was doing. He especially commended Jeff Lamanna for being friendly, courteous and very helpful at the marina.

Mr. Jim Mitchell, Sr. Gate Attendant approached the Commission. He wanted to let the Commission know they should plan for a new motor control for the security gate next year.

He also asked the Commission not consider raising the rates for the marina, he felt they were not getting the extras they were promised.

3. Remarks from Parks & Recreation Chairman

Mr. Lubus reported 3 of 4 sub-committee's had met since last meeting. He explained tonight was the election of officers and that the Commission had accomplished a lot last year and he looked forward to another great year.

4. Remarks from Parks & Recreation Director

Mr. Merullo thanked the Parks & Recreation Commission for all their help this year. He felt they had had a very successful summer.

5. Old Business

Review of summer movie program

Mr. Lubus felt there were several things that needed to be addressed.

Policy & Procedures guide. He felt it was time for the Commission to move forward on this and he volunteered to draft a proposal.

Mr. Merullo reported there were 2 solid nights, and 1 rain out. He felt the animated movies were better attended (400-450 at each movie). He also felt he needed a trained crew to help set up and break down. He felt 3 for the screen and 2 for sound would be sufficient. Mr. Merullo reported it cost \$830.0 for 4 movies in overtime for B&G staff. Mr. Lubus agreed we should hire a crew and train them.

Mr. Merullo reported Kim Hanson charged \$1,400 to do the sound for the movies.

Mr. Lubus asked Mr. Hodge if there were any costs to use Squantz. Mr. Hodge stated they are trying to charge us but he hoped he could work out a trade off.

Mr. Merullo reported the Squantz staff was very helpful. He suggested next year they go with the same number of movies with a trained staff. He also asked for more volunteers and felt there could be more advertising.

The Commission discussed the bouncy house and slide.

Mr. O'Keeffe asked if they could ban coolers, Mr. Hodge stated no because it is a state park. Mr. Hodge thought maybe some of the movies could be shown at Galanti Stadium.

Mr. Lubus asked what would be needed for a budget next year. The commission discussed and felt \$5,000 would cover it. Mr. Merullo will contact Pepsi and see if they would sponsor us again next year. Mr. Hodge felt we may be able to rent the crew and equipment for \$1,500-1,800.

Mr. Tripp will work with Mr. Lubus to write Policies and Procedures.

Review of Summer Camp / Beach.

CAMP

Mr. Merullo distributed a letter from camp director Brian Stroh. The Commission reviewed. Camp profits were approx. \$10,000 7th graders were a big percentage of enrollment.

Ms. Anderson felt they should make field trips mandatory.

Mr. O'Keeffe had heard every one was happy and felt it was run well.

BEACH

Mr. Merullo reported the beach did not make money. He reported it was very hard for him to be there to supervise and suggested they hire a director next year. He also stated he had been in contact with Bob Greer and he had shown some interest.

Mr. Merullo reported they had 2 septic failures. There were plans to do testing tomorrow to see of the planned area for new septic would work.

The commission discussed paying a portion of the fee for WSI's

Mr. Lamanna reported the Lions Club held a Senior Picnic at the beach and the Concession stand had been left very clean.

Mr. Merullo reported the swim docks were in rough shape and the hinges were sloppy. The Commission discussed the Blue Raiders. Mr. Lubus asked the Waterfront Sub-Committee to look into any problems.

October 28th is the deadline for boats to be removed from the Marina. The Commission requested a post card be sent out as a reminder.

6. Sub-committee reports

LONG RANGE PLANNING/CAPITAL IMPROVEMENT

Mr. Burfiend reported they had prioritized the '07-'08 list.

Dirt area behind Rebel Turf

Mr. Merullo reported there was \$32,878 in the new field facility fund. He stated he had volunteers that would like to rent 2 machines for 1 week at a cost of approx. \$7,000 to level the area and create an open drainage way. He explained they were trying to get it completed this fall.

Concession Stand / Bathrooms

Mr. Burfiend explained they were trying to move the project ahead this year. Mr. Merullo explained they had Score Fund donations and they were asking the Commission to approve the pre-drawings so the architect can go ahead with construction drawings to get some solid numbers. The Commission reviewed the drawings.

Mr. O'Keeffe requested they look at John McGirk's plans drawn 10 years ago. Mr. Merullo felt they did not fit what is there today. The Commission discussed.

MOTION

Mr. O'Keeffe motioned to accept the proposal and approve the preliminary drawings as presented and allow the Score Fund to move forward with construction drawings. Mr. Lamanna seconded the motion.

Discussion

The Commission discussed of 3 bathrooms for each gender was enough. Vote taken:

Mark Lamanna	Yes
Bill O'Keeffe	Yes
Bill Tripp	Yes
Laura Anderson	Yes
Teresa Fiamengo	Yes
Steve Burfiend	Yes
Ray Lubus	Yes

Motion carried unanimously.

Mr. Lubus asked the Commission to review the Long Range Plan and be prepared to discuss and adopt next meeting.

Mr. Lubus also asked the Commission to consider a trail system in conjunction with Danbury around Margerie Reservoir.

PROGRAMMING

Ms. Anderson reported they did not meet however they had planned the 3rd Monday of each month.

TURKEY RUN

Ms. Anderson reported the Turkey Run is scheduled for 11/18/07. She asked the Commission for sponsor ideas and goodie bag stuff for runners. Mr. Lamanna suggested we leave sponsor's names off the flyer if that holds up the distribution.

AFTERCARE PROGRAM

Mr. Merullo reported they opened 9/6 with 7 children and also had 7 children the 2nd week. Mr. Lubus suggested someone be present for the Consolidated Open House to make a presentation.

MOTION

Mr. Lamanna motioned to go into Executive Session. Ms. Anderson seconded the motion. Vote taken:

- Mark Lamanna Yes
- Bill O'Keeffe Yes
- Bill Tripp Yes
- Laura Anderson Yes
- Teresa Fiamengo Yes
- Steve Burfiend Yes
- Ray Lubus Yes

Meeting went into Executive Session at 8:40 p.m.

Meeting went back on the record at 8:58 p.m.

MOTION

Mr. O'Keeffe motioned to have someone from Parks & Recreation be present at Consolidated Open House.

Mr. Lamanna seconded the motion. Vote taken:

- Mark Lamanna Yes
- Bill O'Keeffe Yes
- Bill Tripp Yes
- Laura Anderson Yes
- Teresa Fiamengo Yes
- Steve Burfiend Yes
- Ray Lubus Yes

Motion carried unanimously.

Ms. Anderson expressed concern the letter states possible activities coming into the after school prog. She was not sure we would want to incur that expense.

Mr. O'Keeffe felt we needed to give the program a couple of months. Mr. Lubus suggested a FREE promotion day. Mr. Merullo will call Principal Wendy Seeley and ask permission to speak during Open House.

FIELD USE

Mr. Burfiend reported they had met last Wednesday and had representatives from soccer, lacrosse, baseball, and Falcon football. He reported the preliminary schedule was in place and there were no complaints about space.

Mr. Burfiend reported all fields were opened for the fall season.

MOTION

Mr. O’Keeffe motioned to confirm the agreement of Memorial field for soccer and to have Cashman and Komlo field open. Mr. Tripp seconded the motion. Vote taken.

Mark Lamanna	Yes
Bill O’Keeffe	Yes
Bill Tripp	Yes
Laura Anderson	Yes
Teresa Fiamengo	Yes
Steve Burfiend	Yes
Ray Lubus	Yes

Motion carried unanimously.

MOTION

Mr. Burfiend motioned to support Mr. Merullo and make Komlo field available for Parks & Recreation recreational needs after 4:30 p.m. Mr. O’Keeffe seconded the motion. Vote taken:

Mark Lamanna	Yes
Bill O’Keeffe	Yes
Bill Tripp	Yes
Laura Anderson	Yes
Teresa Fiamengo	Yes
Steve Burfiend	Yes
Ray Lubus	Yes

Motion carried unanimously

Mr. Burfiend reported the proposed new fee structure was rejected by everyone in the room. They felt a uniform fee even if it was higher would be more acceptable. They felt usage categories were too subjective. The groups felt a group increase to cover the proposed \$120,000 was much to steep. They also objected that the town/school was putting no money aside. The groups also asked for a meeting with the Board of Education. Mr. Lubus suggested they needed a public hearing.

MOTION

Mr. O’Keeffe motioned to set a public hearing with the joint Board of Education committee, date to be determined by Mr. Lubus and Mr. Merullo. Ms. Anderson seconded the motion. Vote taken:

Mark Lamanna	Yes
Bill O’Keeffe	Yes
Bill Tripp	Yes
Laura Anderson	Yes
Teresa Fiamengo	Yes
Steve Burfiend	Yes
Ray Lubus	Yes

Motion carried unanimously.

WATERFRONT

Mr. Lamanna reported the security cameras were in and working. He felt they needed one more camera for next year.

The Beach gate is an issue, Mr. Merullo reported he was looking into a new gate motor.

Lighting issues - Mr. Merullo reported the breaker kept tripping he would call an electrician to service it.

Mr. Lamanna expressed concern about the docks. Mr. Merullo reported he had planned to take the first arm to the town garage when the marina closes and work over the winter to put on new bumpers cleats and metal rails. He is hoping to do one arm a year.

Mr. Lamanna to plan a sub-committee meeting date.

7. New Business

Election of Officers

Mr. Lubus reported in the future elections will be in June. This term will be from September – June 30th.

Chairman

Mr. Lamanna nominated Ray Lubus for Chairman, Mr. O'Keeffe seconded the motion.

MOTION

Mr. Tripp motioned to close the nominations. Ms. Fiamengo seconded the motion. Vote taken:

Mark Lamanna	Yes
Bill O'Keeffe	Yes
Bill Tripp	Yes
Laura Anderson	Yes
Teresa Fiamengo	Yes
Steve Burfiend	Yes

Motion carried unanimously. Nominations closed

Mr. Lubus accepted the nomination. Vote taken:

Mark Lamanna	Yes
Bill O'Keeffe	Yes
Bill Tripp	Yes
Laura Anderson	Yes
Teresa Fiamengo	Yes
Steve Burfiend	Yes

Motion carried unanimously.

Vice Chairman

Mr. O'Keeffe motioned to nominate Mark Lamanna. Mr. Tripp seconded the motion.

Mr. O'Keeffe motioned to close the nominations. Ms. Fiamengo seconded the motion. Vote taken:

Mark Lamanna	Yes
Bill O'Keeffe	Yes
Bill Tripp	Yes
Laura Anderson	Yes
Teresa Fiamengo	Yes
Steve Burfiend	Yes
Ray Lubus	Yes

Motion carried unanimously. Nominations closed

Mr. Lamanna accepted the nomination. Vote taken:

Bill O'Keeffe	Yes
Bill Tripp	Yes
Laura Anderson	Yes
Teresa Fiamengo	Yes
Steve Burfiend	Yes
Ray Lubus	Yes

Motion carried unanimously.

Secretary

Mr. Lamanna motioned to nominate Bill O’Keeffe. Mr. Tripp seconded the motion.

Ms. Fiamengo motioned to close the nominations. Mr. Tripp seconded the motion. Vote taken:

- Mark Lamanna Yes
- Bill O’Keeffe Yes
- Bill Tripp Yes
- Laura Anderson Yes
- Teresa Fiamengo Yes
- Steve Burfiend Yes
- Ray Lubus Yes

Motion carried unanimously. Nominations closed

Mr. O’Keeffe accepted the nomination. Vote taken:

- Mark Lamanna Yes
- Bill Tripp Yes
- Laura Anderson Yes
- Teresa Fiamengo Yes
- Steve Burfiend Yes
- Ray Lubus Yes

Motion carried unanimously.

Fall Adult Soccer

Mr. Lubus explained he would like to run Fall Adult Soccer as a Parks & Recreation Program. The Commission discussed.

MOTION

Mr. O’Keeffe motioned to approve the request to run Fall Adult Soccer as a Parks & Recreation program. Mr. Lamanna seconded the motion. Vote taken:

- Mark Lamanna Yes
- Bill O’Keeffe Yes
- Bill Tripp Yes
- Laura Anderson Yes
- Teresa Fiamengo Yes
- Steve Burfiend Yes
- Ray Lubus Abstain

Motion carried.

Golf Outing 9/24

Mr. Merullo reported the Golf Outing scheduled for 9/24 was cancelled. Mr. O’Keeffe expressed concern because he had already taken donations. Mr. Merullo stated he would take responsibility it was a lack of communication in the office. Mr. Lubus requested he send a letter to Silo Ridge thanking them for the opportunity and apologize we could not make the commitment.

Paving of Komlo Parking Lot

Mr. Merullo reported bids came back for paving Komlo Parking lot. \$47,000 was budgeted. He reported that for that amount we could only just pave the lot. He requested an additional \$8,880 out of the new fields fund for additional stone, lining and curbing.

MOTION

Mr. O’Keeffe motioned to approve the added funds for additional stone, lining and curbing the Komlo parking lot. Mr. Tripp seconded the motion. Vote taken:

- Mark Lamanna Yes
- Bill O’Keeffe Yes
- Bill Tripp Yes
- Laura Anderson Yes
- Teresa Fiamengo Yes
- Steve Burfiend Yes
- Ray Lubus Yes

Motion carried unanimously.

8. Correspondence & Communications

None

Mr. Lamanna asked about the possibility of selling passes and scheduling times on the new tennis courts. Mr. Lubus felt part of our responsibility of taking the grant for the court was the need to start a youth tennis program. Mr. Merullo stated when the tennis nets come down the gate would be locked to stop any use.

Mr. Lamanna also asked Mr. Merullo to look into an open swim for the community at the pool in the winter. The Commission discussed Ms. Anderson will address this in Programming sub-committee.

9. Approval of Minutes

Minutes tabled until October meeting.

11. Adjournment

Meeting adjourned at 10:15 a.m.

Respectfully Submitted

Lyn Sheaffer, Secretary Parks & Recreation Commission