

**PARKS & RECREATION COMMISSION
TOWN OF NEW FAIRFIELD
4 BRUSH HILL ROAD
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**MINUTES
Regular Meeting
Wednesday, June 11, 2008**

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

PRESENT:

Ray Lubus, Chairman, Bill O'Keeffe, Sean Loughran, Mark Lamanna, Melissa Fidanza, Lyn Sheaffer, Secretary. Steve Merullo, Director Parks & Recreation.

1. CALL TO ORDER

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

MOTION

Mr. O'Keeffe motioned to adopt the agenda. Mr. Lamanna seconded the motion.

Additions under New Business 1. Senior High School projects; 2. Hires without Commission review.

Additions under Old business: 1. Ball Pond To Do Items.

Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keeffe	Yes

Motion carried unanimously.

2. Public Comment

Susan Patowski explained to the Commission she had spoken with Mr. Merullo about fencing in the playground at the Town Park. The Commission Discussed.

3. Report from the Parks & Recreation Commission Chairman

Mr. Lubus asked the Commission to be involved over the next 2 months, visit programs.

Mr. O'Keeffe expressed concern over Mr. Merullo's availability in the next 2 months. He felt he also needs to check in at the waterfront area.

Mr. Lubus felt this year with adults in place for supervision there should be as many issues.

Mr. Lamanna stated the Waterfront Sub Committee would like to meet with Mr. Greer to review their expectations. Ms. Fidanza explained the sub-committee would like to bring back special events at the beach.

Steve Merullo, Director of Parks & Recreation arrived at 7:20.

4. Remarks from Director of Parks & Recreation

Mr. Merullo gave his report.

5. Sub-Committee Reports

WATERFRONT

Mr. Merullo reported the shed and dock were removed from Ball Pond. The fence in water on both sides were taken out, trees trimmed, and benches removed. He is going to put a sign stating no swimming or wading. No additional sand was brought in. Cynthia Stevens of Ball Pond Association was grateful for what was done.

Mr. Merullo reported the beach opened Tuesday when the schools dismissed early because of the weather. He reported the office was selling a lot of beach passes.

Mr. Lamanna stated the Sub-committee recommended giving the residents in the Ball Pond neighborhood another year to see how it goes. The Commission discussed. Mr. Lubus suggested the Commission put something in the Citizen's News looking for a neighborhood association to step up an organize.

MOTION

Ms. Fidanza motioned to recommend to approve the placement of an article in the Citizen's News to get a Ball Pond neighborhood group together and to also have a garbage can for pickup 3x week. Mr. Lamanna seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keeffe	Yes

Motion carried unanimously.

Mr. Merullo reported there would be no parking unless using New Fairfield Town Beach. Fees would be \$25.00 to park and \$10 entrance fee.

MOTION

Mr. O'Keeffe motioned for 2008 the Non Resident parking fee would be \$25.00 per vehicle and \$10 entrance fee per person. Mr. Lamanna seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keeffe	Yes

Motion carried unanimously.

Mr. Merullo reported all marina slips were sold for \$165,000. \$99,000 went to the town budget an \$66,000 went to Parks & Recreation.

FIELDS

Mr. Merullo reported there was a temporary summer schedule in place. The Board of Education has increased field usage fees to \$30 per person. With another increase the following year to \$35 per person.

Mr. Merullo reviewed concerns about communicating with organizations. He asked the Athletic Director to post his schedule each week.

Mr. Merullo recommended the Commission close Komlo field and the lower multi purpose field.

MOTION

Mr. O'Keeffe motioned to close Komlo field as of 7/1/08. Mr. Lamanna seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keeffe	Yes

Motion carried unanimously.

The Commission discussed fencing the playground. Mr. Merullo stated that he was not going to put the playscape at the town park. He felt the playground was purchased for memorial field for siblings of players.

MOTION

Mr. Loughran motioned to approve the field schedule for summer. Mr. O'Keeffe seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keeffe	Yes

Motion carried unanimously.

The Commission discussed the Playscape. The Commission to meet at 6:00 p.m. at the Town Park to look for a viable area to put it if not we could approve to put it at Memorial Field.

MOTION

Mr. O'Keeffe motioned to meet at the Community Park 6/12/08 at 6:00 p.m. to discuss location to put Playscape. If results show it can not go there to put it at Memorial Field. Mr. Lamanna seconded the motion.

Vote taken:

Sean Loughran	No
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keeffe	Yes

Motion carried.

PROGRAMMING

No Report

LONG RANGE PLANNING

Dugouts at Memorial & Cashman

Mr. Merullo reviewed the history of the dugout proposal since 2002.

MOTION

Mr. Loughran motioned to approve dugouts at Memorial field and Cashman field for \$1,000 per dugout plus \$2,600 for materials for a total of \$6,500. Mr. Lamanna seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keefe	Yes

Motion carried unanimously.

The Commission discussed the area behind Rebel Turf. Mr. Merullo used the \$10,000 allocated for that area for the dugouts now. The Commission discussed.

MOTION

Mr. O'Keefe motioned to complete the project behind Rebel Turf to lay out the area. Mr. Lamanna seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keefe	Yes

Motion carried unanimously.

The Commission discussed fencing the playground. Mr. Merullo to get cost estimates.

MOTION

Mr. Loughran motioned to add fencing at the Town Park from the corner of Rebel Turf down to the playground. [Mr. O'Keefe seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keefe	Yes

Motion carried unanimously.

6. New Business

Mr. Merullo reported a re-organizing of the office. Ms. Coelho feels the programming part of her job is overwhelming. He met with the staff and they want to go back to 1. Program Director 20-25 hours/wk and 2. Asst. Director (Ms. Coelho) would be processing and maintaining all Purchase Orders, Maintaining web site etc. Mr. Merullo reviewed job descriptions. He reported Ms. Stroh refused the Programming position, she will stay until the Programming Director would start.

The Commission discussed.

MOTION

Mr. Loughran motioned to approve the 2 job descriptions. Mr. O'Keefe seconded the motion.

MOTION

Mr. Loughran motioned to table motion to special meeting June 25, 2008. 7:00 p.m. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keeffe	Yes

Motion carried unanimously.

Mr. Merullo reviewed the senior projects Parks & Recreation was involved with.

1. 2 lifeguards working at the beach to clean & paint. Mr. Merullo was the mentor.
2. Some boys were building a bridge for the playground. The shop teacher was mentor.
3. A group of boys cut & maintained the hayfield.

Mr. Loughran expressed concern that people were hired for the Marina without the Commission's approval. He felt the Commission should have final approval.

Mr. O'Keeffe reported he was re-considering his resignation, he does intend to stay and will send a letter to the Board of Selectmen.

7. Election of Officers.

Mr. Lubus explained the floor would entertain nominations for Chairman, Vice chairman and Secretary effective 7/1/08.

MOTION

Mr. Lamanna nominated Mr. Loughran for the position of Chairperson. Mr. O'Keeffe seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keeffe	Yes

Motion carried unanimously.

MOTION

Mr. O'Keeffe nominated Mr. Lamanna for the position of Vice Chairperson. Mr. Loughran seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fidanza	Yes
Mark Lamanna	Yes
Bill O'Keeffe	Yes

Motion carried unanimously.

MOTION

Mr. O’Keeffe nominated Ms Fianza for the position of Secretary. Mr. Lamanna seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fianza	Yes
Mark Lamanna	Yes
Bill O’Keeffe	Yes

Motion carried unanimously.

Mr. Lubus felt the Commission should consider giving the Chairperson a vote. He explained most other Commission’s allow the chair to vote.

MOTION

Mr. Lamanna motioned to adjourn. Mr. O’Keeffe seconded the motion. Vote taken:

Sean Loughran	Yes
Melissa Fianza	Yes
Mark Lamanna	Yes
Bill O’Keeffe	Yes

Motion carried unanimously.

Meeting adjourned at 9:46 p.m.

Respectfully Submitted

Lyn Sheaffer, Secretary Parks & Recreation Commission