

**PARKS & RECREATION COMMISSION
TOWN OF NEW FAIRFIELD
4 BRUSH HILL ROAD
NEW FAIRFIELD, CT 06812
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**MINUTES
Regular Meeting
Wednesday, January 9, 2008**

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

PRESENT:

Ray Lubus, Chairman, Sean Loughran, Fred Testor, Steve Burfeind, Bill Tripp, Melissa Luks Fidanza, Mark Lamanna, Steve Merullo, Director Parks & Recreation, Lyn Sheaffer, Secretary.

Guest: Jeff Main, Groovin' in New Fairfield.

1. CALL TO ORDER

Meeting called to order at 7:02 p.m. by Chairman Ray Lubus.

MOTION

Mr. Loughran motioned to adopt the agenda. Mr. Tripp seconded the motion. Additions:

Under Old Business: 1. Playground at Memorial

Under New Business: 1. Ice Rink; 2. Finances/Budget 2008.

Vote taken:

Ray Lubus	Yes
Sean Loughran	Yes
Fred Testor	Yes
Steve Burfeind	Yes
Bill Tripp	Yes
Melissa Luks Fidanza	Yes
Mark Lamanna	Yes

Motion carried unanimously.

2. Public Comment

None

3. Groovin' in New Fairfield

Mr. Jeff Main distributed the Budget 2008 for Groovin' in New Fairfield. Mr. Lubus reviewed the history for the new members. Mr. Main reviewed the 2008 budget. He reported the next Coffee house would be 1/26/08 featuring Dan Stevens. He explained Groovin' was not asking for money, they were solvent on their own. He

reported they recently had a donation from the Hodge family of lights. The proposed events are April 26 (tentative), July 26 and November 1 (tentative).

Mr. Lubus asked if they had adopted a set of by-laws. Mr. Main reported yes and he will forward a copy to the Commission. Mr. Main reported to join Groovin' you just need to volunteer.

Mr. Lubus asked what Parks & Recreation could do for them; Mr. Main asked to be in the program brochure. The Commission discussed serving food. Mr. Lamanna will let them know when there is a class in food preparation.

MOTION

Mr. Burfiend motion to approve Groovin' submittals. Mr. Loughran seconded the motion. Vote taken:

Ray Lubus	Yes
Sean Loughran	Yes
Fred Testor	Yes
Steve Burfiend	Yes
Bill Tripp	Yes
Melissa Luks Fidanza	Yes
Mark Lamanna	Yes

Motion carried unanimously.

4. Remarks from Parks & Recreation Chairperson

No report

4. Remarks from Parks & Recreation Director

Mr. Merullo will report in each area.

5. Old Business

Mr. Lubus reported Laura Anderson had a previous engagement.

MOTION

Mr. Tripp motioned to ratify the purchase of playground equipment for a cost of \$13,272 for Memorial field. Mr. Burfiend seconded the motion. Discussion:

Mr. Lubus reported after the last meeting he found out a contract had been signed and there would be a \$3,000 loss for a re-stocking fee if the contract was cancelled. Mr. Merullo reported he was under the impression he had time to cancel the contract. The purchase price was \$13,272 with no installation. Mr. Merullo reported he can do a 50' x 50' area of wood fiber for \$2,280.

Mr. Loughran expressed concern that a contract cannot be signed without appropriated funds being approved.

Mr. Lubus explained at the special meeting the Commission was under the impression there was a grant, in concept they were in favor but there was not a quorum to vote. Mr. Lubus asked Mr. Merullo not to sign any contracts without board approval.

Vote taken:

Ray Lubus	Yes
Sean Loughran	No
Fred Testor	Yes
Steve Burfiend	Yes
Bill Tripp	Yes
Melissa Luks Fidanza	Yes
Mark Lamanna	Abstain

Motion carried.

Mr. Lubus suggested a volunteer community day to assemble the playground equipment. Ms. Fidanza asked Mr. Merullo to check into rubber base and ask if it holds viruses.

Mr. Merullo's suggestion was for it to be located at Memorial field. The commission discussed alternate locations.

Ms. Fidanza questioned if Bright Beginnings and First Steps were charged a field use fee. Mr. Merullo reported no. Ms. Fidanza was surprised because they use it 1-2 hours a day every day. She explained they use it as a marketing tool for their programs.

Mr. Merullo suggested maybe to ask them for a donation to cover the base for the new playground. The Commission discussed.

ICE RINK

Mr. Merullo explained the first ice rink was destroyed and the second one was in rough shape. He explained he would like to pave a flat area in the upper lot at Memorial field, add a 3-4" curb. In the winter he could flood it and when it froze it would be a skating rink. The Commission discussed.

6. Sub-committee reports

FIELDS

Mr. Burfiend reported the letters were out to the organizations to send in spring requests. The deadline was 1/21/08 and there was a Fields Subcommittee meeting scheduled for 2/6 with all the groups. HE would like to bring a schedule to the Commission at the February meeting for approval.

He explained Youth Lacrosse asked for a commitment sooner to take to their district scheduling meeting. The Commission discussed scheduling needs/deadlines for youth lacrosse.

Mr. Merullo to meet with Marty Morgan 1/15.

Mr. Merullo reported on a meeting he had with Mr. Castagnola addressing his last e-mail. Mr. Lubus asked for any agreement in writing, specifically an agreement that the Board of Education pay for the electricity to run the lights.

WATERFRONT

Mr. Lamanna reported he was pleased because Ms. Fidanza and Mr. Testor will join the Waterfront subcommittee.

Mr. Merullo reported the docks at the North Beach were moved and the rocks would be removed this year. He also reported that if we remove the apple tree and level the area we need to go through the Inland/Wetlands Commission and the Shoreline Management Company First Light.

Mr. Merullo reported he plans on hiring a Waterfront Director this year. He is looking at Bob Greer who trains lifeguards now. He would be hired at \$16/hour. He also reported Human Resources said we would not need to place an ad in the newspaper.

Mr. Merullo reported the Valley Angler had planned their Ice Fishing Tournament. He explained they give all the entrance fee money back in prizes and food. The Valley angler makes money off selling bait. Mr. Merullo reported he did not pay a fee to use the beach. The Commission discussed charging him a fee and having him fill out a usage form. Mr. Merullo suggested we ask him to run a free program for the kids. The tournament is scheduled for February 2nd; however it may be postponed because of weather.

Mr. Testor suggested the Commission set a policy for all groups/private entities. Not pick one at a time.

Mr. Lubus felt at the very minimum The Valley Angler would have to fill out a usage form and provide an insurance certificate. Mr. Lubus also felt the day care facilities are using a public facility for their own gain.

The Commission discussed the Bocce League. They pay no fee and do not fill out a field use form. Mr. Lubus felt there was clearly an out of pocket cost, Mr. Merullo dumps clay and drags regularly. Mr. Lubus felt there should be a fee attached to the league for maintenance.

The commission discussed Flash Track.

Mr. Merullo suggested the commission consider the Tennis Courts. Should there be monitoring/scheduling, etc.

Mr. Lubus felt there should be a subcommittee set up to discuss this. Volunteers: Mark Lamanna, Bill Tripp, Ray Lubus, Steve Burfiend.

Mr. Lubus asked all in favor of appointing subcommittee:

Ray Lubus	Yes
Sean Loughran	Yes
Fred Testor	Yes
Steve Burfiend	Yes
Bill Tripp	Yes
Melissa Luks Fidanza	Yes
Mark Lamanna	Yes

Carried unanimously.

PROGRAMMING

Mr. Lubus reported Laura Anderson was the only person currently on this subcommittee. He asked the Commission to consider joining that committee and report next meeting.

LONG RANGE PLANNING

Mr. Loughran – No Report

7. New Business

BUDGET

Mr. Merullo reported he has a budget meeting at 1:00 p.m. Friday to present the budget.

Mr. Merullo reported he received \$21,500 from New Fairfield foundation for the screen.

Mr. Merullo reviewed the financials July 1, 2007 – December 31, 2007. He reported the beach usually loses money, however, this year we made money. The Commission reviewed each line item.

The Commission reviewed the budget to be presented including

Beach Concession Stand	\$100,000
Fields at 302 Ball Pond	\$100,000
Clear & level (1 st stage)	
Need to add stage 2 & 3 in future years.	
'09-'10 \$180,000	
'10-'11 \$30,000	
'08-'09 Facility Field Fund	\$30,000 (need for every year)
'08-'09 Recreation building	\$500,000
The commission felt maybe put in \$15,000 for an exploratory committee then next year ask for 1.7 million.	
'08-'09 bathrooms	\$260,000
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Total	\$432,000

MOTION

Mr. Loughran motioned to adopt proposal and approve '08-'09 capital and non-recurring budget of \$442,000, adding Boat Dock replacement of \$27,000; Recreation Bldg plans/study \$15,000. 09-10 to include Boat dock replacement \$30,000; adding \$180,000; 30,000 leaving \$60,000, \$10,000 and adding 1.7 million. Mr. Testor seconded the motion Vote taken:

Ray Lubus	Yes
Sean Loughran	Yes
Fred Testor	Yes
Steve Burfiend	Yes
Bill Tripp	Yes
Melissa Luks Fidanza	Yes
Mark Lamanna	Yes

Motion carried unanimously.

8. Minutes

MOTION

Mr. Tripped motioned to approve the minutes of 12/19/07. Mr. Loughran seconded the motion. Vote taken:

Ray Lubus	Yes
Sean Loughran	Yes
Fred Testor	Yes
Steve Burfiend	Yes
Bill Tripp	Yes
Melissa Luks Fidanza	Yes
Mark Lamanna	Yes

Motion carried unanimously.

9. Adjournment

MOTION

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

Ray Lubus	Yes
Sean Loughran	Yes
Fred Testor	Yes
Steve Burfiend	Yes
Bill Tripp	Yes
Melissa Luks Fidanza	Yes
Mark Lamanna	Yes

Motion carried unanimously.

Meeting adjourned at 10:35 p.m.

Respectfully Submitted

Lyn Sheaffer, Secretary Parks & Recreation Commission