

**PARKS & RECREATION COMMISSION  
TOWN OF NEW FAIRFIELD  
4 BRUSH HILL ROAD  
NEW FAIRFIELD, CT 06812  
PHONE: 203-312-5633  
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**MINUTES  
Regular Meeting  
Wednesday, March 12, 2008**

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

**PRESENT:**

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

**1. CALL TO ORDER**

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

**MOTION**

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

Under Old business:

1. Boat Slip Fees
2. concession stand/bathroom

Under New Business

1. Memorial field playground
2. summer movies
3. summer music

Under waterfront

1. Automated gate
2. Septic

Vote taken:

Bill Tripp	Yes
Steve Burfiend	Yes
Sean Loughran	Yes
Melissa Fidanza	Yes
Fred Testor	Yes

Motion carried.

**2. Public Comment**

None

### **3. Report from the Parks & Recreation Commission Chairman**

Mr. Lubus reported that on March 19<sup>th</sup> 7:30 p.m. there is a finance budget meeting. He asked each commission member to take 10 minutes and write down 20 names that we could call to come to the budget meeting.

Meeting off the record. Meeting back on the record at 7:24 p.m.

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

Mr. Merullo will report in each area.

### **5. Old Business**

Mr. Lubus explained the Commission voted to raise the boat slip fee up \$100 and the Board of Selectmen agreed.

Mr. Lubus explained there was a problem with the meeting tape last month.

MOTION to ratify

Mr. Tripp motioned to increase the marina boat slip fee from \$1,000 to \$1,100. Ms. Fidanza seconded the motion. Vote taken:

Bill Tripp	Yes
Steve Burfiend	Yes
Sean Loughran	Yes
Melissa Fidanza	Yes
Fred Testor	Yes

Motion carried.

### **6. Sub-committee reports**

#### **FIELDS**

Mr. Burfiend reported he was hoping the fields dry out to get the High school out and open the turf up. He explained the school coaches want to be done by 4:30 – 5:00 p.m.

#### **WATERFRONT**

##### *Automatic Gate*

Mr. Merullo reported on the automated gate. He explained he would like to take \$3,500 for a new motor out of the general fund and leave \$2529 in the fund for an unseen problem with the gate. The Commission discussed.

Automated Security Systems is installing the new motor and has some safety suggestions.

##### MOTION

Mr. Burfiend motioned to fund the new motor for the automated gate, \$3,500 out of the new field facility fund.

Mr. Tripp seconded the motion. Vote taken:

Bill Tripp	Yes
Steve Burfiend	Yes
Sean Loughran	Yes
Melissa Fidanza	Yes
Fred Testor	Yes

Motion carried.

*Septic*

The Commission reviewed the new septic plans for \$1,000 gal/day. The Commission reviewed the expenses: \$7,500 for stonewall to hold sand; \$14,000 for sand; the total is \$37,000; \$39,000 with labor. He explained he could save \$4,000 if we pick up the sand. He reported he was short \$10,000. At this point the Sanitarian will not allow us to use the bathrooms.

The Commission discussed making repairs to the existing septic. Mr. Lubus will make a phone call to Brian Wood First Light.

*Lighting*

Mr. Merullo received a request for more lights in the paved parking lot. He will call CL&P and request 2 more lights.

MOTION

Mr. Loughran motioned to give Mr. Merullo authority to spend up to \$500 on 2 more lights at the beach. Mr. Testor seconded the motion. Vote taken:

- Bill Tripp                    Yes
- Steve Burfiend            Yes
- Sean Loughran            Yes
- Melissa Fidanza          Yes
- Fred Testor                Yes

Motion carried.

PROGRAMMING

Mr. Merullo reported on the movies. He explained he did an online survey and he picked the top 4 The Commission suggested he move *Charlottes Web* to June 20<sup>th</sup> and put *The Bee Movie* on a more popular date. The commission discussed.

Mr. Merullo reported he had 2 rentals. June 6<sup>th</sup> for Plymouth and June 27<sup>th</sup> for Windham.

Mr. Lubus reported the Score fund was looking to do a fund raiser for the project and suggested the Commission give them *The Bee Movie*. The Commission discussed.

Mr. Merullo proposed a Music at the Beach July 19<sup>th</sup> and August 16<sup>th</sup>. ‘Groovin to provide music. The Commission discussed “*Groovin at the Beach*” The Commission discussed.

MOTION

Mr. Tripp motioned to run 4 movies at Squantz and allow use for 3 rentals as proposed by Mr. Merullo. No charge lending of the equipment to the Score fund if they approve the date for a fund raiser and approve use of Komlo field. Ms. Fidanza seconded the motion Vote taken:

- Bill Tripp                    Yes
- Steve Burfiend            Yes
- Sean Loughran            Yes
- Melissa Fidanza          Yes
- Fred Testor                Yes

Motion carried.

Mr. Merullo reported Kim Hanson agreed to be the technician and he is in conversation with a gentleman from Technical Direction. He talked about using the Buildings & Ground guys as workers.

Mr. Lubus was concerned if they got hurt would they have works compensation. The Commission discussed. Mr. Lubus felt there was an appearance of impropriety because the Chairman of the board of Education is

hired to run the equipment. He felt they needed to hire a movie crew. Mr. Merullo will check the cost of Technical Direction.

Mr. Merullo was concerned about transporting the movie screen with the town truck. Mr. Hanson was hired last year and drug tested, etc so he was able to drive the vehicle.

Mr. Testor did not like the idea of a 3<sup>rd</sup> party company. Mr. Lubus thought they could advertise for a bid for the process. Mr. Lubus felt there were 2 choices. 1. Put out to bid. 2. Train crew as part time Parks & Recreation people.

Mr. Merullo will call the Town Attorney and ask questions. He will also ask 'Groovin if they want to run the music at the beach.

Mr. Merullo proposed music at the Gazebo on July 5<sup>th</sup>. The Commission felt that may be disrupted by fireworks. Mr. Testor felt they should start with 2 music events at the beach and see how they go.

Mr. Lubus suggested an art festival or "A Taste of New Fairfield"

#### MOTION

Mr. Burfiend motioned to ask 'Groovin to run music event at the beach on July 19<sup>th</sup> and August 16<sup>th</sup> and offer the performers up to \$250. Mr. Tripp seconded the motion. Vote taken:

Bill Tripp	Yes
Steve Burfiend	Yes
Sean Loughran	Yes
Melissa Fianza	Yes
Fred Testor	Yes

Motion carried.

#### LONG RANGE PLANNING

The Commission reviewed the plans for the Concession Stand/Bathroom.

Mr. Merullo reported the Board of Finance asked for options. Mr. Lubus stated we can do less, but we want to do something of the same quality as the schools.

The Commission discussed security issues. Mr. Burfiend felt they should be able to close the walkway through so it would not become a hangout place.

#### MOTION

Mr. Loughran motioned go forward with the proposed plans with a \$260,000 budget. Mr. Testor seconded the motion. Vote taken:

Bill Tripp	Yes
Steve Burfiend	Yes
Sean Loughran	Yes
Melissa Fianza	Yes
Fred Testor	Yes

Motion carried.

Mr. Lubus reminded the Commission the Board of Education needs to see the plans.

## **7. New Business**

Mr. Burfiend explained he did some calculations on the 60/40 split. Before paying insurance we collected \$46,000 in program fees we made \$6,000. We paid on average 88% out to the instructors. The Commission discussed.

Mr. Merullo felt the 60/40 split will not be in effect for spring but the summer season will reflect the change. The Commission discussed how to arrive at a number on what to charge for a program.

### **MOTION**

Mr. Burfiend motioned to formally adopt the policy for any outside instructors hired to run a program through Parks & Recreation will split the net proceeds (after costs) 60% instructor / 40% Parkas & Recreation. Mr.

Tripp seconded the motion. Vote taken:

Bill Tripp	Yes
Steve Burfiend	Yes
Sean Loughran	Yes
Melissa Fidanza	Yes
Fred Testor	Yes

Motion carried.

### *Memorial field playground*

Mr. Merullo reported Mr. Antihero put sleeves in the stone wall for a picket fence. Mr. Merullo reviewed the plans for placement of the playground. The Commission discussed.

### **MOTION**

Mr. Burfiend motioned to approve site location to place the playground. Mr. Tripp seconded the motion.

Discussion:

Mr. Testor did not like the location. Mr. Lubus suggested we put it at the south beach. Mr. Merullo would not need a base at that location.

Mr. Lubus asked Mr. Merullo to consider leaving the gate open after Labor Day. We could put up a sign "Closed for season use at your own risk." Mr. Lubus asked why dock people couldn't patrol the park on the weekends.

Vote taken:

Bill Tripp	No
Steve Burfiend	No
Sean Loughran	No
Melissa Fidanza	No
Fred Testor	No

Motion failed.

### **MOTION**

Ms. Fidanza motioned to playscape at the town beach upgrading what is there. Mr. Trip .seconded the motion.

Vote taken:

Bill Tripp	Yes
Steve Burfiend	Yes
Sean Loughran	Yes
Melissa Fidanza	Yes
Fred Testor	Yes

Motion carried.

## **8. Minutes**

### **MOTION**

Mr. Tripp motioned to approve the minutes of 2/13/08. Mr. Burfiend seconded the motion. Discussion. Mr. Lubus stated there was a problem and the tape did not reflect the actual meeting.

### **MOTION**

Mr. Tripp motioned to amend the minutes to include the motions to increase the fee for family beach pass from \$65 to \$75 and individual pass from #% to 40 and to raise the launch pass from \$100 to \$200. Mr. Burfiend seconded the motion. Vote taken:

Bill Tripp	Yes
Steve Burfiend	Yes
Sean Loughran	Abstain
Melissa Fidanza	Yes
Fred Testor	Abstain
Ray Lubus	Yes

Motion carried. Minutes accepted as amended.

### **MOTION**

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

Bill Tripp	Yes
Steve Burfiend	Yes
Sean Loughran	Yes
Melissa Fidanza	Yes
Fred Testor	Yes

Motion carried.

Meeting adjourned at 10:02 p.m.

Respectfully Submitted

Lyn Sheaffer, Secretary Parks & Recreation Commission