

NEW FAIRFIELD PARKS AND RECREATION COMMISSION
4 Brush Hill Road
New Fairfield, Connecticut 06812
Telephone (203)312-5633 Fax (203)312-5636

SPECIAL MEETING

Minutes
Monday, April 6, 2009
7:00 p.m.

SENIOR CENTER

PRESENT:

Sean Loughran (Chairman), Steve Burfeind, Fred Testor, William Tripp, Tom Edwards, Bill O’Keeffe, Steve Merullo (Parks & Recreation Director), Denise Cocozza (Secretary)

1. Call to Order: Meeting called to order at 7:02 p.m. by Sean Loughran.

2. Public Comment

None

3. Approval of Minutes March 9th

Bill Tripp made a motion to approve the March 9th minutes. Steve Burfeind seconded.

Vote taken:

Steve Burfeind	Yes
Fred Testor	Yes
William Tripp	Yes
Bill O’Keeffe	Yes

Motion Carried.

4. Chairman Comments

Chairman Sean Loughran noted that both the fields funds and bathroom funding should be discussed at this meeting.

5. Director Update

a). The first item brought to the commission’s attention was the proposed Dog Park. Joe Garufi was also in attendance to discuss this topic along with Director Steve Merullo. Mr. Merullo stated that the Dog Park proposal will not be brought to a town meeting unless the Parks & Recreation commission agrees to support and maintain the park. The Dog Fund proposed to pay all maintenance costs including weed wacking and seeding, with total operating costs of approximately \$2,000/year. Mr. Merullo brought a “Call for Town Meeting” statement which the members discussed and amended as follows:

“Shall the town of New Fairfield agree to set aside approximately 1 acre of land at the Community Park for the purpose of creating a dog park which will be operated by the Dog Fund and the Parks and Recreation being paid for solely by the Dog Fund. With the establishment of the park, its annual operating expenses will be paid by the Dog Fund. If the Dog Fund is no longer able to financially support the Dog Park, the Parks and Recreation Commission will guarantee payment of such expenses if the Parks and Recreation Commission deems/votes for it to continue as a viable Parks and Recreation program.”

Steve Burfeind made a motion to vote and approve the amended “Call for Town Meeting” wording noted above. Bill Tripp seconded the motion.

Vote taken:

Steve Burfeind	Yes
Fred Testor	Yes
William Tripp	Yes
Bill O’Keeffe	No
Tom Edwards	Yes

Motion Carried.

b). The next item discussed was the \$14,193 carryover from last year’s (FY ’08) ballfield surcharge fund. Steve Merullo indicated that \$10,000 of the rollover has been spent. He stated that the Commission needs to request to keep the remaining \$4,193 for use towards this year’s expenses. The \$10,000 originally budgeted for the FY ’09 ballfield surcharge fund will be addressed separately. Mr. Merullo indicated that he needs \$2,000 of the funds to complete work planned for this year. The remaining \$8,000 will potentially be donated to the reserve fund. Fred Testor made a motion to request a transfer of the \$4,193.92 from last year’s ballfield surcharge fund balance to this year’s ballfield surcharge fund. Bill O’Keeffe seconded the motion.

Vote taken:

Steve Burfeind	Yes
Fred Testor	Yes
William Tripp	Yes
Bill O’Keeffe	Yes
Tom Edwards	Yes

Motion Carried.

Mr. Merullo stated that he would follow up with the fields/fees committee regarding the \$2,000 needed for this year.

6. Subcommittee Reports

a). Fields - The lower Rebel turf field is not yet available for use due to the recent weather conditions. Steve Merullo said it will likely be a few more weeks before the field is ready.

b). Programming - Currently the 2009 summer day camp program is scheduled to run for 5 weeks instead of 6, due to the high number of snow days causing the school year to run later than usual. The high school building is not available for a 6th week towards the end of summer. In an effort to add another week, Steve Merullo is looking into either holding the camp outside at the high school and getting a tent in the event of bad weather, or scheduling a week at either Consolidated or Meeting House Hill School. Brian Stroh will be returning as the Camp Director. The counselor list has been established, with 27 applicants having been turned away. C.I.T. applicants will be selected next. There are 24 C.I.T. positions and 75 applicants.

c). Waterfront update – The boat docks are scheduled to be put in the water beginning this week if the water level is ready. Boat slip turnover this year is in line with the yearly average at 15. Steve Merullo has a waiting list and has begun assigning the newly open spots to people on the list. Sean Loughran asked whether there was room to dock jet skis and charge for that space. Steve said that Barbara Coelho is looking into this. The swim dock replacement project for half of the docks came in at a cost of \$13,806 which falls within the \$15,000 allotted to the project. Next year the other half of the docks should be replaced. The beach concession stand was also discussed. Mr. Merullo stated that a lease agreement will be put out to bid for operation of the concession stand. There was discussion about the minimum fee to charge for the lease per year. Bill O’Keeffe made a motion to require a minimum bid of \$500. The members expressed concern that \$500 would be too high and result in no bids. Noting that the hot dog vendor license is \$250, Steve Burfeind suggested using the same figure for the concession stand. Fred Testor made a motion to require a minimum bid of \$250 for lease and operation of the beach concession stand. Bill Tripp seconded the motion.

Vote taken:

Steve Burfeind	Yes
Fred Testor	Yes
William Tripp	Yes
Bill O’Keeffe	No
Tom Edwards	Yes

Motion Carried.

d). Bathroom project – Steve Merullo is in the process of obtaining pricing on a “Plan B” scenario. Once the pricing is confirmed, he will follow up with the other clubs and organizations supporting the project. The next step is for all interested clubs, the Parks & Recreation Commission, the Town of New Fairfield and the Board of Education to submit letters of commitment to the New Fairfield Community Foundation for grant consideration. Parks & Recreation has \$10,872 budgeted towards this project.

e). Upcoming projects - Steve Merullo outlined the upcoming projects he expects to complete by Memorial Day. Footings for the dugouts at Cashman field will begin next week, followed by Memorial Field and then installation of the playground.

f). 60/40 Vendor split – Mr. Merullo reported that after additional conversations with Tom Pardalis, Mr. Pardalis agreed to continue running the summer basketball camp through Parks & Recreation at the 70/30 structure for high school feeder programs. As reported last month, the

Melendez tennis camp pulled out of New Fairfield due to the fee structure change but there will be a tennis camp offered through the U.S.T.A. with the help of the high school tennis coaches. The commission members then had a discussion regarding field use fees for people holding private lessons at the fields/courts. Currently there is no policy in place to charge fees for private use.

7. Adjournment

Bill O’Keeffe made a motion to adjourn the meeting. Bill Tripp seconded the motion. Meeting adjourned at 8:40 p.m.