

Park and Recreation Commission

Andrew Cota, Chairman

Beverly Moran
James Benanto
Ronald Sill
James Butler Sr.
Bruce Sill
John Bittmann

Minutes

(meeting recorded)

Monthly meeting: Monday, March 12, 2018 in City Hall.

Meeting was called to order at 7:04 p.m.

By roll call, members present: Andrew Cota, Beverly Moran, James Benanto, James Butler Sr., Bruce Sill and John Bittmann. Ronald Sill were excused.

Parks and Recreation Director Dennis O'Connell was present. Athletic Director clerk Jennifer Moffat was excused.

APPROVAL OF MINUTES:

MOTION made by Beverly Moran and second by John Bittmann. Move to table acceptance of the minutes of February 12, 2018. Motion carried unanimously.

PUBLIC PORTION:

David Mikos and Dan Cota were present to speak on the basketball courts at the picnic grove. The courts have huge cracks and while patching was done last year, they are again in need of repair. Basketball is very well attended, the program is very successful. It would be a shame if the area could not be available to the players but at this point the cracks are so significant that playing on the courts is a serious safety hazard.

Mr. O'Connell was aware of the condition and intends to request funding from the Capital Planning Commission. He estimates the cost to be approximately \$22,000. Members questioned whether there were funds available more quickly as this is a safety concern. One idea was to explore whether there would be any funding available within the Road Bond funding. At the very least it was thought that the area should be posted for prohibition of playing or play at their own risk. Mr. O'Connell indicated that he would approach Public Works and see if they may be of assistance. Members indicated that if funding is not found by the next meeting that the basketball rims should be removed so as to discourage play.

CORRESPONDENCES:

The Board of Apportionment and Taxation has requested the 2018-2019 budget be filed by March 31, 2018.

A proposal has been received from CT Turf Specialists for the care of the soccer fields at Witek Park. Mr. O'Connell explained that the fields have been maintained by third party companies since the field's construction as per stipulations required from the Planning and Zoning and Derby Inland Wetlands Agency review. This year the intent is to change the company for turf management and to have Public Works attend to the grass cutting. This would provide a significant savings to the City.

Members and Mr. O'Connell noted that Witek Park has never formally been turned over to the Parks and Recreation Commission for oversight but rather falls under the Board of Alderman purview. Mr. O'Connell does oversee the scheduling of the programs and has been managing the maintenance needs so that the fields are functional for the programs. Members felt that the oversight should be clarified. When the fields were originally built, Alderman Ken Hughes sat on the Board of Alderman and his

qualifications helped to provide the oversight on a voluntary basis. Now the matter is somewhat in limbo.

A communication for Dr. Conway was received suggesting a fundraising event for the field renovations.

I just want to share an idea for a fundraiser for the new Athletic Complex with everyone.

On Sunday at the Hall of Fame Dinner, raffling off patches of grass from the football field, softball field, baseball field and cinders from the track. Calling the Raffle and Fundraiser, A Patch of History. Each square of grass will be called "*Blades of Memories*" and the cinders from the track called "*Cinders of Champions*" The Hall of Fame Committee is on board with the idea.

After the raffle we will announce the fundraiser and begin taking orders for *Blades of Memories* and *Cinders of Champions*. The idea is to sell each for \$10.00 or you can buy a family pack of 4 for \$35.00. The individual patches will be authentic and from the actual fields.

We will begin taking orders Sunday at the Hall of Fame dinner and continue the fundraiser until the field is under construction in a few weeks. We will set a date in the future everyone can pick up their orders at the field. The patch of grass can be planted in ones yard and the cinders, thanks to the recommendation of Judy Marcucio, we will plan to distribute in small canning/mason jars. The proceeds will be put into an account for the maintenance of the Athletic Complex. Jen Moffett has volunteered to spearhead the fundraiser.

Thanks and enjoy the weekend!

A Patch of History

*Ryan Sports Complex
Derby DeFilippo Field
Blades of Memories*

*Ryan Sports Complex
Derby Baseball Field
Blades of Memories*

*William Red Clynch Softball Field
Blades of Memories*

*Ryan Sports Complex
Derby Track
Cinders of Champions*

Dr. Matthew J. Conway, Jr.
Superintendent of Schools
Derby Public Schools

Members welcomed the idea and felt the management of the money should be determined. It appears that the High School Athletic Department will be collecting the funds.

DIRECTOR REPORTS:

High School Athletic Director's Report: Ms. Moffat was excused

Parks & Recreation Director's Report: Mr. O'Connell presented the Parks and Recreation Department 2018-2019 budget. He anticipates the new field house will be impacting the budget in early 2019 but was uncertain how to address the costs. While some calculations were included, additional funding will likely be needed and can be requested once the needs are determined.

Regarding the wages, Mr. O'Connell has suggested a 2% increase, consistent with the City hall workers contract. The Board of Alderman has to approve the increase and they will be approached. At that time it will be suggested that a permanent solution be accomplished by the Board of Alderman so that the raises can run concurrently with that of the city's union workers.

With the field construction causing shifting in playing areas the budget does reflect the impact of the construction. Maintenance is reduced in the football complex but the other fields that are going to be utilized will need additional attention. There will be the need for additional storage containers to store equipment as well as to have the equipment at the alternative locations. There may be a need for portable locker rooms if the field is ready but the field house is not ready. Dr. Conway is investigating the costs and availability. Portable bath facilities will also be needed at Bradley School to accommodate the increased use. Mr. O'Connell is also looking into Pop Warner playing in Shelton so that they may avoid the conflicts that existed last year. Pop Warner will be loses the concession stand proceeds and it was decided to request a one time increase of \$5,000 to Pop Warner for their losses due to the construction.

		2018-2019 Budget
Dept 5100 - Parks & Recreation		
5100-110-0110	Parks Director Wages	\$ 23,429
5100-110-0111	Supervisors	\$ 72,964
5100-110-0112	Attendants	\$ 13,570
5100-110-0114	Lifeguards	\$ 10,352
5100-110-0115	Bldg Maintenance wages	\$ 24,231
5100-140-0141	Playground Wages	\$ 10,020
		\$ 154,566
5100-230-0231	Yankeeegas	\$ 5,000
5100-230-0232	Water Co.	\$ 5,000
		\$ 10,000
5100-270-0278	Witek Park Maintenance	\$ 12,000
		\$ 12,000
5100-330-0330	Repair Equip. Maintenance	\$ 3,250
5100-330-0330	Building repairs & ground maintenance	\$ 2,500
5100-330-0330	Water System maintenance	\$ 3,000
5100-330-0330	Boiler/HVAC/Plumbing	\$ 5,000
5100-330-0330	Pool/Spa Filter maintenance	\$ 3,250
5100-330-0330	CC Health Club Systems	\$ 1,250
5100-330-0330	Gymnasium Floor	\$ 2,500
5100-330-0330	Glass/Doors repair/replacement, locks	\$ 1,000
5100-330-0330	Fence maintenance/repair	\$ 1,500
5100-330-0330	Pool Deck maintenance	\$ 1,500
5100-330-0330	Health Club workout equipment repair	\$ 1,500
		\$ 26,250
5100-330-0331	Portable Toilet	\$ 3,200
5100-330-0331	Water Cooler	\$ 1,200
5100-330-0331	Pool Supplies	\$ 6,500
5100-330-0331	Storage Container	\$ 3,400

5100-330-0331	Miscellaneous Building, Cleaning Supplies & Equipment	\$	4,000
5100-330-0331	Locker Room/Bathroom Paper Goods Supplies	\$	2,500
5100-330-0331	Field Maintenance Supplies, Chemicals, Fertilizers, Field Clay, Top Soil	\$	3,000
5100-330-0331	Electrical Supplies	\$	1,000
5100-330-0331	Field Paint	\$	3,000
			\$ 27,800
5100-330-0332	Telephone Service, Computer Service	\$	2,300
5100-330-0332	Alarm System	\$	800
5100-330-0332	Office Supplies	\$	1,500
			\$ 4,600
5100-330-0333	Signs	\$	1,000
5100-330-0333	Sporting Equipment, Goals	\$	3,250
5100-330-0333	Music system/ Tables and Chairs	\$	1,000
	Technology (computer)	\$	1,000
			\$ 6,250
5100-390-0111	Derby Colt Baseball	\$	1
5100-390-0007	Girls Softball	\$	1
5100-390-0009	Soccer	\$	3,000
5100-390-0010	Little League	\$	8,000
5100-390-0011	Pop Warner	\$	14,500
5100-390-0012	Wrestling	\$	1
5100-390-0013	Games/Arts & Crafts, Sports Equipment - Bus Rentals, Playground Supplies	\$	2,000
5100-390-0016	Recreation 14 through 18 Basketball/Softball	\$	1,200
5100-330-0333	Youth Basketball	\$	7,500
			\$ 36,203
Dept. Total			\$ 277,669
Ryan Field Capital			\$ 10,000
Grand Total			\$ 287,669
Dept 3700 - Capital Projects			
to be requested	Basketball court resurfacing	\$	22,000
to be requested	Bradley School electrical box replacement		TBD

MOTION made by James Benanto and second by Bruce Sill. Move accept the Parks and Recreation Department budget as presented with it noted that the Witek Park line item is reduced with the acceptance of the new turf maintenance contract, with it noted that Pop Warner is a one time increase due to the construction impacts on the program and with it noted that the new facility may cause a need for unforeseen increase funding requests during this budget year. Motion carried unanimously.

NEW or OTHER BUSINESS:

Update on the Football/Baseball/Field house Committees

Mr. O'Connell reported that there have been no recent meetings as the plans are under review by the Building Department.

MOTION by James Butler and second by Beverly Moran. Move to adjourn the meeting at 8:35 p.m.
Motion carried unanimously.

Respectfully prepared,

Karen Kemmesies

Karen Kemmesies, secretary

These minutes are subject to the Commission's approval at their next scheduled meeting.