

NEWINGTON PARKS & RECREATION
BOARD OF DIRECTORS
TUESDAY, DECEMBER 20, 2011
MEETING MINUTES

I. CALL TO ORDER

Don Woods called the meeting to order at 7:27PM.

II. ROLL CALL

Board: Bill DeBlasio, Eileen Francolino, Robert Fresen, Richard Khentigan, Ed Marchion, Jim Marocchini, Jeff Perillo, Mary Udice, Jen Win-Johnson, Don Woods and Kathy Zolad

Board Members Absent: None

Staff: Superintendent Bruce Till

Town Liaison: None present

III. PUBLIC PARTICIPATION

There was no public participation.

IV. APPROVAL OF THE MINUTES OF NOVEMBER 15, 2011

Kathy Zolad made a motion to approve the minutes of November 15, 2011. Eileen Francolino seconded the motion, all were in favor and the motion to approve the minutes of November 15, 2011 was unanimously approved with an 11-0 vote.

V. CORRESPONDENCE/COMMUNICATIONS/REPORTS

FROM THE SUPERINTENDENT

The monthly report was e-mailed to all board members as well as distributed at the meeting. A new listing of the board members was distributed since there are four new members. Included in the distributed packet was a copy of Don Wood's letter to the entire staff at Parks & Recreation commending them on their outstanding job during the October 29 snowstorm and subsequent power outage. Another copy of a memo from Jeff Baron to the Highway Department and Parks & Grounds employees was attached. Eileen Francolino asked if the department is working on a plan in case this sort of storm happens again. Bruce Till explained that there is an evaluation process in the works. Each department is reflecting on what worked and what could be improved. Once the Town Manager receives the reports then revisions to the Emergency plan will be made. Bruce Till also reported that the Night of Lights was largely attended. The Parks and Grounds crew is also continuing to work on the tremendous clean-up since the October snowstorm. Debris is still being cut, chipped or brought to transfer areas. He foresees that this may continue through the winter. Eileen Francolino asked about FEMA reimbursement. Bruce Till said that Parks & Recreation did all the documentation and met with FEMA several times and to date, had not received FEMA monies.

VI. OLD BUSINESS

MILL POND UPDATE

Bruce Till distributed a copy of a letter from M.R. Roming Associates to Jeff Baron detailing the work that needs to be completed by the contractor on the stairway and the bridge. Bruce Till is not pleased with the stalled progress of this contractor and is now getting the town attorney involved. Bill DeBlasio asked about the Batting cages that were destroyed during the October snowstorm. Bruce Till is in the process of seeing what Little League had paid for them and is planning to have them replaced over the winter.

2012 EXTRAVAGANZA CARNIVAL CONTRACTS

Attachments of two contracts to Northeast Midways were distributed for review: one contract was for one year and the other contract was for three years. Don Woods acknowledged that Northeast Midways did an outstanding job this year. Jen Winn-Johnson inquired about the

attendance and the number of wristbands sold. Bruce Till speculated that this year had one of the biggest turnouts and he has the budget on record if any new board members are interested in reviewing it. He recommended to the board that they go with the one year contract.

MOTION: Kathy Zolad made a motion to accept the one year contract with Northeast Midways for the 2012 Extravaganza. Mary Udice seconded the motion, all were in favor and the motion to accept the one year contract with Northeast Midways for the Extravaganza with an 11-0 vote.

DRAFT 'SIGN' POLICY

The board members reviewed the Proposed Sign Policy which was also distributed for review. Because we now have a synthetic turf field which is a multi-purpose field and not solely Midget Football, it gives other organizations an opportunity to advertise. The Parks & Recreation department came up with this draft to have control over the placement of signs, approval of sponsors and content, approval of size and material, quantity per location and cost of permit. Bill DeBlasio asked who would be responsible for the signs. Don Woods stated that each organization would be responsible for their own signs. Bruce Till said the department would work with each organization. Mary Udice asked Jeff Perrillo if he ever encountered a problem with the signs in all his years involved with Midget Football. His answer was no.

MOTION: Kathy Zolad made a motion to adopt the sign policy as presented. Jim Marocchini seconded the motion, all were in favor, and the motion to adopt the Sign policy was approved with an 11-0 vote.

VII. NEW BUSINESS

ELECTION OF OFFICERS

MOTION: Bill DeBlasio made a motion to nominate Don Woods as Chairman of the board. Richard Khentigan seconded the motion, all were in favor and the motion to nominate Don Woods as Chairman of the Board was unanimously approved with an 11-0 vote.

MOTION: Don Woods made a motion to nominate Kathy Zolad as Vice Chair of the board. Richard Khentigan seconded the motion, all were in favor and the motion to nominate Kathy Zolad as Vice Chair was approved with an 11-0 vote.

MOTION: Don Woods made a motion to nominate Eileen Francolino as Secretary of the board. Bill DeBlasio seconded the motion, all were in favor and the motion to nominate Eileen Francolino as Secretary was approved with an 11-0 vote.

MEETING SCHEDULE

Don Woods led a discussion as to having the first meeting of 2012 be held on the first week of January with subsequent meetings going back to either the second or third week of each month at 7:30PM. The purpose of this is to come up with a more convenient time to ensure that there is a quorum.

MOTION: Kathy Zolad made a motion to have the first meeting of 2012 on the first Tuesday, January 3 and all subsequent meetings to be held on the third Tuesday of each month at 7:30 PM. Bill DeBlasio seconded the motion, all were in favor and the motion to hold the first board meeting on January 3, 2012 and subsequent meetings to be held on the third Tuesday on each month at 7:30 PM was approved with a 11-0 vote.

CLEM LEMIRE FEE

The town is going through an audit over their lighting system to access what expenses are at each park. The type of local youth groups using the Clem Lemire facility was discussed. Any funds generated would go into maintenance.

CHURCHILL PARK POOL

A copy of the Water Capacity of Churchill Park and Mill Pond Park Pools was also distributed for review. It included estimations of how much water Churchill Park Pool is leaking. The town is under the process of auditing the meters. Also distributed were Churchill Pool Revenue 2011 and

Churchill Pool Daily Admission Revenue 2003-2011 to review. Bruce Till is bringing this to the attention of the CIP committee. Jen Win-Johnson was concerned about the smell from the landfill. This will be looked at once it is in the planning stages.

Bill DeBlasio asked about the Community Center being brought up to the CIP committee. Bruce Till said he has propositions for renovations to this building and a "stand alone" Community Center for the CIP to review. Eileen Francolino asked about improving the cracks to the skate park. Don Woods mentioned that the skate park was repaired a few months ago but had been used before it dried properly. They are projecting it to be repaired again in the spring. Eileen Francolino offered availability to be a liaison on a Youth/Adult Council. Kathy Zolad asked about ice skating this winter and Bruce Till stated that Mill Pond will be prepared for ice skating.

VIII. ADJOURNMENT

MOTION: A motion was made by Mary Udice to adjourn. Kathy Zolad seconded the motion, all were in favor and the meeting was adjourned at 8:51PM with an 11-0 vote.

Respectfully submitted,

Loralyn Callahan