

**NEWINGTON PARKS & RECREATION
BOARD OF DIRECTORS
TUESDAY, DECEMBER 15, 2009
MEETING MINUTES**

I. CALL TO ORDER

Two new Board Members were in attendance for the first time. The Board introduced themselves.

Jeff Hedberg called the meeting to order at 7:40 pm.

BOARD CHAIRPERSON ELECTION

A temporary Chairperson was needed to run the meeting since the current Chairperson's term had expired; the Vice Chairperson and the Secretary were not present. A new Chairperson, Vice Chairperson and Secretary need to be elected.

NOMINATION: Eileen Francolino nominated Don Woods to be Chairman of the Board, Mary Udice seconded the nomination.

NOMINATION: Jon Boni nominated Jeff Hedberg to be Chairman of the Board, Bob Tofeldt seconded the nomination.

A Roll Call vote took place. The vote was tie 5-5.

NOMINATION: Don Woods nominated Kathy Zoland be temporary Chairperson, Mary Udice seconded the nomination.

NOMINATION: Jeff Hedberg nominated Bob Tofeldt be temporary Chairperson, Jon Boni seconded the nomination.

NOMINATION: Mary Udice nominated Kathy Zoland to be Secretary of the Board, Don Woods seconded the nomination.

WITHDRAW NOMINATION: Don Woods withdrew his nomination for Kathy Zoland to be temporary Chairperson of the Board.

WITHDRAW NOMINATION: Jeff Hedberg withdrew his nomination for Bob Tofeldt to be temporary Chairperson of the Board.

There were no other nominations for Board Secretary. Kathy Zoland was unanimously appointed Secretary to the Parks & Recreation Board of Directors. Kathy ran the December 15th meeting since a new Chairperson needed to be elected.

II. ROLL CALL

<u>Board:</u>	Jonathan Boni, Bill DeBlasio, Eileen Francolino, Jeff Hedberg, John Kennedy, Ken Leggo (arrived at 8:17), Ed Marchion, Robert Tofeldt, Mary Udice, Don Woods, Kathy Zoland
<u>Board Members Absent:</u>	None
<u>Staff:</u>	Superintendent Bruce Till, and Special Events Coordinator Jodi Lee
<u>Town Council Liaison:</u>	None Present

III. APPROVAL OF MINUTES OF NOVEMBER 17, 2009

MOTION: Don Woods made a motion to approve the minutes of November 17, 2009. Mary Udice seconded the motion, all were in favor and the motion to approve the minutes of November 17, 2009 was unanimously approved with a 10-0 vote.

IV. PUBLIC PARTICIPATION

None.

V. CORRESPONDENCE/COMMUNICATIONS/REPORTS

A. FROM THE SUPERINTENDENT

The November monthly report was in their packets. Bruce took questions. Bob Tofeldt questioned overtime from the Parks & Grounds section of the report and who pays for the overtime from leaves, football and graves. Mary Udice questioned how a bus trip was run with 2 people. It was explained that some trips are joint trips with other area towns. Bruce also gave an update to the monthly report. Night of Lights took place on Saturday, December 5th. The weather didn't cooperate with us and the attendance was less than last year. The people that did attend were pleased with the event. The following weekend December 11-13 was photos with Santa and the sleigh ride. The weekend was a great success. There was a much larger attendance than last year. The sleigh ride was added and an estimate of over 500 people participated. Moving the event to the community center and to Mill Pond Park worked well. No one complained about it not being at the Kellogg Eddy House. Jodi Lee, the Special Events Coordinator ran both events for the Parks & Recreation Department.

PARK UPDATES

Beechwood Park will be adding one more piece of equipment for children ages 2-5. Beacon Park updates are underway. Candlewyck Park and Starr Park will be next for improvements. Any equipment that is out of code in all of the town parks is being fixed or replaced on an ongoing basis. Picnic tables and receptacles are being added. All these items are meeting ADA code. Don Woods commented that Beechwood Park really looks great.

2010 BOARD OF DIRECTORS SCHEDULE

A proposed schedule was included in the Board packets. A discussion took place to move the meeting up to 7 pm instead of 7:30 pm. The majority of the group agreed it was best to stay consistent and keep the 7:30 pm start time on the 3rd Tuesday of the month.

VI. OLD BUSINESS

NEWINGTON SWIM CLUB UPDATE

Bruce Till looked into the hours the Swim Club is using the pool. The hours were included in the Board packets: Saturday (5) 12 noon – 5 pm, Saturday (1) 7am – 5 pm; Monday & Friday 5:30 – 7:00 and Tuesday & Thursday 5:30 – 8:30 pm. Eileen Francolino asked the length of season of the Swim Club. Bruce Till answered October through February. Don Woods asked if Parks & Recreation used the pool for programs would the return be greater than charging the Swim Club a rental fee. Bruce Till confirmed this was true. There was discussion regarding a rental fee if the Newington Swim Club continues not to meet the residency requirements. Eileen Francolino commented that to run a competitive swim program you need a minimum amount of pool time for practice. She also commented if the Board was setting precedence if we charged a rental fee for a group not meeting the residency requirements.

CAPITAL IMPROVEMNET PLAN

Bruce has met with the Town Manger and the Finance Director regarding the CIP. The sub-committee has not met to date since the Town Council does not have a CIP Committee established to date. The Parks & Recreation sub-committee will meet before the next scheduled Board Meeting. Bruce did report that the budget will be very tight this year. The Town Manager and Finance Director were supportive of getting the hardware and software needed in the department to move to online registration. Jeff Hedberg commented that we shouldn't wait to get information from the State. He suggested we meet assuming the numbers will stay the same as last year. Bruce cautioned the Board that he believes the CIP budget will be less than last year's. Bob Tofeldt asked for the figures in the CIP for this year. Bruce explained those figures were handed out at the November Meeting.

VII. NEW BUSINESS

TELECOMMUNICATIONS

SBA Towers II, LLC has sent a letter to the Town Manager to put a satellite tower at Churchill Park and Anna Reynolds School. The tower at Anna Reynolds has already gone to Town Planning and Zoning Committee. Bruce recommended before he moves forward he wants the Board to know exactly where the tower would go and how high it will be. Bruce is requesting a test balloon run so we can see if it will be an eyesore in the park. Since this will be 100 feet the tower will not be camouflaged. The benefits will be financial. Bruce will confirm this money will go back to the park either paving or dredging of the pond. Bruce will report back the updates from the Town Manager at the next meeting. Bob Tofeldt suggested talking to Freddy Callahan at the Bowl-O-Rama since he has one on his property. The money the town has made in the past from the communication towers has gone to the Police and Fire Department communication upgrades. Bruce suggested having the Town Manager at the next meeting to explain the program and the past history of satellites in town. Bill DeBlasio commented we should be sure certification and warranty and contracts are all the responsibility of the communication company.

SYNTHETIC FIELD/CLEM LEMIRE UPDATE

Bruce updated and summarized the history of the Synthetic Field grant to the new members of the Board. He also presented a DRAFT amortized field maintenance costs. This was based on 81,000 square foot field. There was also a section of the report of the cost savings of a synthetic field vs. a natural field. Bruce also mention the rule of thumb is to build one synthetic field with lights you would have to build four natural fields to do a fair comparison. The second phase of this project would be to compile the needs and usage from the sports groups and High School. Don Woods commented there would also be a cost saving from rotating out some of the fields that are currently being used. He also commented we need to be sure we are accurate with the utility costs associated with each field. It was suggested to put a sub-committee together to get a usage summary or "wish list" from each sports league in town. It was recommended to re-start the Sports Council.

MOTION: Jeff Hedberg made a motion to form a sub-committee to communicate to members of the sports leagues in town. Don Woods seconded the motion, the motion was approved with a 10-1 vote.

Jeff Hedberg asked who would be interested in participating on this sub-committee. Bob Tofeldt, Jeff Hedberg, Kathy Zoland, and Ken Leggo all volunteered.

BOARD CHAIRPERSON ELECTION (Continued)

Kathy Zoland explained that the previous vote failed due to a tie. Since another Board Member was now present, there would be another Roll Call Vote. Both nominees, Jeff Hedberg and Don Woods remain interested in the position of Chairman of the Board of Parks & Recreation. A Roll Call vote took place and Jeff Hedberg was elected as Chairman of the Parks & Recreation Board of Directors with a 6-5 vote.

NOMINATION: Eileen Francolino nominated Don Woods to be Vice Chairman of the Board, Mary Udice seconded the nomination.

There were no other nominations for Vice Chairman. Don Woods was unanimously elected Vice Chairman of the Parks & Recreation Board of Directors with an 11-0 vote.

EXTRAVAGANZA

Jeff Hedberg asked to form the Extravaganza Sub Committee and have them meet before the next Board Meeting. There was some discussion regarding the band, the carnival and advertising. The following members volunteered to join the Extravaganza Sub-committee: Jeff Hedberg, Bob Tofeldt, Mary Udice, Kathy Zoland, and Eileen Fracolino. Ken Leggo and Ed Marchion would like to assist with the band recommendations. Ken Leggo also offered his services to run the sound for the event. The first sub-committee meeting will take place January 19 at 6 pm in Jeff Hedberg's office.

MOTION: Don Woods made a motion to have plaques made for the two Retired Board members. Bill DeBlasio seconded the motion, all were in favor, and the motion was unanimously approved with an 11-0 vote.

VIII. ADJOURNMENT

MOTION: Mary Udice made a motion to adjourn, Bob Tofeldt seconded the motion, all were in favor, and the motion to adjourn was unanimously approved at 8:57 PM with an 11-0 vote.

Respectfully submitted,

Jodi Lee
Parks & Recreation
Special Events Coordinator