

NEWINGTON PARKS & RECREATION
BOARD OF DIRECTORS
TUESDAY, JUNE 15, 2010
MEETING MINUTES

I. CALL TO ORDER

Don Woods called the meeting to order at 7:30 p.m.

II. ROLL CALL

Board: Jonathan Boni, Bill DeBlasio, Eileen Francolino, Ed Marchion, Bob Tofeldt, Mary Udice, Don Woods, Kathy Zolad

Board Members Absent: Jeff Hedberg, John Kennedy, Ken Leggo

Staff: Bruce Till, Jodi Lee

Town Council Liaison: none present

III. APPROVAL OF MINUTES OF MAY 18, 2010

MOTION: Eileen Francolino made a motion to approve the minutes of May 18, 2010. Mary Udice seconded the motion, all were in favor and the motion to approve the minutes of May 18, 2010 was unanimously approved with an 8-0 vote.

IV. PUBLIC PARTICIPATION

Capri Frank, a resident of Deer Path Road, was in attendance. She was there to represent her husband, Eric Frank, who was at a Newington High School baseball banquet. Eric has facilitated a baseball camp for the past 9 years during the summer through the Parks & Recreation Department. His program was not offered in this year's summer brochure because of a failure on Mr. Frank's part to reply to an e-mail concerning participation in summer Parks & Recreation programs. Mrs. Frank stated that Eric Frank did not receive this e-mail. She stated that there was a miscommunication, and they were surprised his camp was not offered in the summer brochure. Eric Frank wanted to go ahead and run his baseball camp and expressed this to Bruce Till some time after the brochure had come out. Eric and Bruce agreed that a separate flyer could go out as long as the dates of the camp didn't conflict with another baseball camp being offered in the brochure. According to Mrs. Frank, Eric made up his own flyer about the camp and distributed it during a baseball game. Because the Parks & Recreation Department had not seen or approved this flyer, registrations were not accepted for this camp. Bruce Till informed Eric Frank that he wouldn't be able to run his camp. Mr. Frank realized procedure policies may not have been followed but still wanted to run his baseball camp. According to Mrs. Frank, Bruce Till suggested that Eric Frank attend this meeting or send a representative. She is concerned because it is late in the season and most people have already made summer camp plans. She also expressed disappointment with the Parks & Recreation Department because there had not been a follow-up call after Eric did not respond to the e-mail. Although procedures were not followed, Eric Frank still would like to run a baseball camp this summer and would like to work this out with Parks & Recreation. Bruce Till said he would respond to this during the New Business portion of the meeting.

V. CORRESPONDENCE/COMMUNICATIONS/REPORTS

FROM THE SUPERINTENDENT

The May Monthly Report was included in the packets e-mailed to all Board Members. Bruce Till informed the Board that the Department had approximately 80 staff members hired for the summer. Kathy Zolad inquired about how young the camp staff is. Bruce Till stated that most staff were college-aged, but due to a big turnover this year, some are younger. All staff are background checked and go through extensive training. Jodi Lee reported that on Saturday, June 19 from 10 a.m. to 12 p.m., the Library and Parks & Recreation's Touch-a-Truck event will take place. The Golf Tournament was highly successful and netted \$15,801. The summer programs and the pool officially open on June 28.

A fundraiser was held at Putter's Paradise Fundraiser in May to help defray administrative costs

for Camp Sunrise. Eileen Francolino inquired about the appearance of Churchill Pond. Bruce Till stated that the pond had been chemically treated a month ago. Bruce is planning to call the contractor back. There is a large amount of geese and Churchill is a smaller pond in comparison to Mill Pond which has the waterfall.

VI. OLD BUSINESS

EXTRAVAGANZA

The Extravaganza had a committee meeting before the Board Meeting. All details were discussed at that meeting. The schedule/sign-ups for shifts covered by Board Members are done. Don Woods inquired about crafters. Jodi Lee informed him that so far there are approximately 32 crafters and 20 vendors. Jodi is anticipating more in the coming weeks. Last year, there were approximately 40 crafters. Jon Boni inquired about posters, and Bob Tofeldt said that posters were on order.

TURF FIELD

The Building Committee has been established. There will be a meeting Thursday, June 17 that will include a presentation in terms of a budget. There was a \$500,000 grant with a \$250,000 appropriation totaling \$750,000 for the turf field project.

YOUTH SPORTS COUNCIL

Bruce Till and Kathy Zolad will be meeting to establish the Youth Sports Council. The Council will work with representatives from Youth Sports programs regarding certification, risk management issues, field availability and other issues. Bob Tofeldt expressed concern over many sporting events taking place at Clem Lemire and not having ample parking there. Don Woods said that in the past, the Department had a Youth Sports Council that had been helpful but was lost in Department transitions.

VII. NEW BUSINESS

BUDGET

A new Chart of Accounts for the recreation side of the budget is being established to improve budgeting and financial tracking processes. The next step is acquiring the recreation software. The Information Technology Department is working with the Parks & Recreation Department in getting the software at a reasonable price.

TENNIS

Don Woods expressed concerns with the tennis court overtime, and Bruce Till will review the contract for the tennis court preparation. Bruce Till confirmed that Community Gardens is a popular program with over 75 plots being reserved.

CEMETERY

The ribbon-cutting ceremony for the cemetery is postponed until July due to a scheduling conflict. Grave plots are officially available July 1. Don Woods commended Steve Tofeldt's work with the grounds. Mary Udice is interested in letting the Board members know the date of the upcoming ribbon-cutting ceremony.

BASEBALL CAMP

Bruce Till addressed the Board regarding the issue with Eric Frank and the baseball camp. Last year, an e-mail was sent to all individuals who had facilitated sports camps in the past outlining a new fee structure. On April 6, 2010, an e-mail went out to sports camp facilitators who had not contacted the Department regarding their camp being held during the summer. To confirm participation, it was the camp facilitator's responsibility to reply to the email by April 9. Eric Frank never contacted the Department to express an interest in holding a camp, nor did he respond to the e-mail sent on April 6. It was assumed that Eric Frank was not interested in running his baseball camp. Once the Department's summer brochure went out to residents, Bruce Till received a phone call from the Little League President informing him that Eric Frank wanted to run his camp at the Clem Lemire Sports Complex. Bruce contacted Eric Frank who confirmed this. Bruce Till offered to send out a flyer through the Summer Playground Program regarding the baseball camp with the stipulation that Eric create the flyer and get approval from Bruce Till before it was distributed to anyone. Eric Frank did not follow this procedure and did not submit the flyer to Parks & Recreation for approval before it went to the public. Registrations could not be accepted. Eric Frank then contacted Bruce Till requesting to move forward with his camp

although he hadn't followed procedures. Bruce Till advised him to meet with the Town Manager, attend the June 15 Board Meeting (or send a representative) and /or speak to the Chairman Jeff Hedberg. Eric Frank did contact Jeff Hedberg who contacted Bruce Till.

Don Woods inquired if there was another baseball camp run in the summer. Chris Corkum's Baseball Camp is being offered through Parks & Recreation at a different time (July 19-22). Capri Frank asked a question about renting a field to Eric Frank to run his camp. The Parks & Recreation Department does not have a rental policy or a fee policy for fields. Jon Boni asked when Eric Frank's camp was scheduled to run. The baseball camp was scheduled to run June 28 to July 1. Mary Udice asked how many would be participating. The Board was advised that approximately 15 children would be participating. Eileen Francolino did not think that it was a Board issue since the policy had already been set. Don Woods stated that he felt that Bruce Till acted reasonably. Bill DeBlasio suggested that the Board give Mr. Frank a rate to rent the field so he could run his camp. Don Woods reminded the Board that there is no rate set and setting one now at this late date would cause more problems. Board members seemed to agree that policy had been set and Bruce Till had acted responsibly. Though unfortunate, the camp could not be run. Capri Frank respectfully stated there was a miscommunication and expressed disappointment over the Board's decision not to run the camp and suggested that the policy could use a little review before she exited the meeting at 8:30 p.m.

MISCELLANEOUS

Bill DeBlasio stated that the field goal in the east end of the Clem Lemire field needs to be removed since it had been flipped around and is unsafe.

Jodi Lee announced that the Parks & Recreation Summer Concert Series will begin Thursday, June 24 with a band called California Dreamers. There will be five concerts held on Thursdays at Mill Pond. In the event of rain, the concerts will take place in the Council Chambers.

VIII. ADJOURNMENT

MOTION: Don Woods made a motion to adjourn. Eileen Francolino and Bill DeBlasio seconded the motion, all were in favor, and the motion to adjourn was unanimously approved at 8:35 p.m. with an 8-0 vote.

Respectfully submitted,

Loralyn Callahan
Secretary to the Board
Parks & Recreation