



SHELTON PARKS & RECREATION COMMISSION MINUTES

The Shelton Parks and Recreation Commission held a regular meeting on Thursday, October 20, 2016 at 7:30 pm at the Shelton Community Center, 41 Church Street, Shelton, CT.

Commission Members

John Papa, Chairman
David Zamba, Vice Chairman (absent)
Lorenzo Durante (absent)
Michelle Haywood
Stanley Kudej
Debra McGlone
Jeff Van Scoy (absent)
Gary Cahill (excused)
Joseph DeFilippo
Terrance Gumbs
Anne Gaydos
Robert Zuraw

Ronald Herrick, Jr., Director of Parks and Recreation
Brett Beatty, Recreation Supervisor
Jonathan Taylor, Aquatics Director
Bill Manion, Recreation Supervisor (absent)
Dean Cawthra, Parks Superintendent

Chairman John Papa opened the meeting at 7:30 with the Pledge of Allegiance.

PUBLIC PORTION: No one present for the Public Portion.

ACCEPTANCE OF MINUTES

Robert Zuraw made a motion to accept the July minutes, seconded by Joseph DeFilippo. All were in favor, motion carried.

CORRESPONDENCE

Ron Herrick spoke about letter from Bill Dyer, from the Shelton Trails Committee, back in September, writing to Dean Cawthra, thanking for the work done clearing the brush on both of the sides of Reservoir #1. Also, the public appreciates what they do for Recreation.

STAFF REPORTS

Director's Report:

- Ron Herrick stated that indoor things are beginning, and every school or room we use needs paperwork done, which is all done. All of the groups know the dates and times that they have. Girl's Softball just booked Stanley Kudej and will come here [Shelton Community Center], as well as the high school. Also, there has been seeding, and everything has been done. The gymnasium floor at the Shelton Community Center has just been finished the night of the meeting. It will open up on Saturday following the meeting. He also said that they had a gardener this year, and she will be finishing up this week. Ron Herrick also stated that there are 6 part-timers right now, and that they are at 29 hours, the regular hours allotted for part timers in a given week. Ron Herrick also spoke about transfers coming up, which is for part-time pay. The budget has 3 or 4, not 6 part-time positions year-round. Also, there is going to be a new infield at East Village Park upper field. There were drainage issues, and hopefully the contractor will get back to him next week to find out when they start. Ron Herrick also spoke about the pay rates for the lifeguards, which need to be adjusted. The Clock on the Green will be going in soon. They are hoping for December, but it may be later than that. Also, Perry Hill lower gym has been closed for 2 and a half weeks to be redone, hopefully it will be open soon.

Aquatics Report:

Jonathan Taylor gave his report, stating that they are doing well with the lessons. Summer lessons finished strong, and there were not as many people for the night lessons, but a good amount during the day. We started fall lessons about 4-5 weeks ago. He filled every instructor every night, and most on Saturday, as well. He probably could have filled more, but he needs more instructors and guards, if possible. They are shallow for guards in the morning. There are 2 people every day, occasionally 3. If they are short guards, Jonathan works. He also put postings on indeed.com. He also spoke with someone from the Trumbull Y, who may have someone that lives in Shelton and would like some extra hours.

Parks Superintendent Report:

Dean Cawthra went over his list of items done/to be done:

- a) Pick up trash and empty cans in parks, fields, downtown, and around schools;
- b) Check playgrounds weekly;
- c) Mow and trim fields and around schools and city buildings;
- d)

Drag and line ball fields as needed; e) Paint fields as needed; f) Seed and aerate fields; and g) Work on equipment.

Recreation Supervisor's Report:

Brett Beatty spoke about the closing report for the summer playground program. They had over 400 kids this summer, and averaged about 100 kids a day. It was a very successful summer. There were 38 other camps running this summer, and were successful. There was also a lot of activity in the building, as well as around town. There are 30 adult programs and 20 children programs running, and most of the adult programs started this week. Starting in January, programs are going to start at the same time. He is hoping to get the marketing for the Fall programming going the second week of November. He is also hoping to add a few team programs, as well as special needs classes. Also, the website, on September 18, had 26,000, and as of today, there are about 30,000. He also experimented with online registration for free classes, and it was successful. There are also monthly newsletters on the website. Brett Beatty also spoke about adding another field trip, or two, if possible.

Michelle Haywood made a motion to accept all Staff Reports, seconded by Debra McGlone. All were in favor, motion carried.

COMMITTEE REPORTS:

Finance Committee: Terrence Gumbs stated that there were a few expenses, one for Sound & Light, totaling \$2,590 for the concerts, one from Knight, Inc. for \$3,000 for a new brush mower, and expenditures for seeding and brush work because it is difficult to keep up with during the busy season.

Ad Committee: No Report Given.

Gazebo Committee: Chairman Papa stated that the Fireworks date is set on Monday, July 3, 2017, with a rain date of Wednesday, July 5, 2017.

Field Maintenance: Stan Kudej asked when the water lines were going to be blown out. Dean Cawthra stated that contractors do that work. Chairman Papa stated that maybe a compressor would be a good idea to purchase so the City can do the water lines in house, rather than hiring a contractor.

Park Improvements: Debra McGlone spoke about the lack of parking at Sunnyside, and possibly put up parking signs because it could be a safety hazard. Chairman Papa stated that they should call the police for more signs and if people park in no parking areas, to call the police so the cars can get ticketed. Ron Herrick also spoke about Parks and Recreation court resurfacing.

Robert Zuraw made a motion to accept all Committee Reports, seconded by Michelle Haywood. All were in favor, motion carried.

CHAIRMAN'S REPORT

- Chairman Papa stated that he and Ron Herrick spoke, and will speak to the Mayor about employees and the Tennis Courts. The ones at the Nike Site are \$60,000. Chairman Papa also spoke about landscaping at the Shelton Community Center, which may need more upkeep.

Michelle Haywood made a motion to accept the Chairman's Report, seconded by Joe DeFilippo. All were in favor, motion carried.

OLD BUSINESS: No Report Given.

NEW BUSINESS: Ron Herrick stated that the dates for the 2017 meetings have been drawn up, and need approval from the Committee.

Joseph DeFilippo made a motion accept the meeting dates for the year 2017 as follows, seconded by Robert Zuraw. All were in favor, motion carried.

January 19, 2017
February 16, 2017
March 16, 2017
April 20, 2017
May 18, 2017
June 15, 2017
July 20, 2017
August 17, 2017
September 21, 2017
October 19, 2017
November 16, 2017
December 21, 2017

Robert Zuraw made a motion to adjourn the meeting at 8:10 pm, seconded by Terrence Gumbs. All were in favor, motion carried.

Respectfully Submitted,

Nicholas Twigg

Nicholas Twigg
Clerk

1 tape on file in the City Clerk's office