



SHELTON PARKS & RECREATION COMMISSION MINUTES

The Shelton Parks and Recreation Commission held a regular meeting on Thursday, February 16, 2017 at 7:30 pm at the Shelton Community Center, 41 Church Street, Shelton, CT.

Commission Members

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

Ronald Herrick, Jr., Director of Parks and Recreation
Brett Beatty, Recreation Supervisor
Jonathan Taylor, Aquatics Director
Bill Manion, Recreation Supervisor
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

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ACCEPTANCE OF MINUTES

Joseph DeFilippo made a motion to accept the January minutes, seconded by Michelle Haywood. All were in favor, motion carried.

CORRESPONDENCE

Ron Herrick mentioned a letter from Valley Shakespeare Festival expressing their gratitude for Parks and Recreation rescheduling their Wednesday, July 12th event, so that they can keep the schedule for their Annual Free Summer Event intact.

STAFF REPORTS

Director's Report:

Ron Herrick mentioned deposits, which are ahead of last year. Ron also mentioned the budget for next year is in, and they are waiting for the dates for their workshops. Ron also mentioned Mingrone Field, and Dean [Cawthra] was able to remove the sod there for the Girls' Little League program to use. Dean Cawthra mentioned that he is working with Inland Wetlands to get a water line installed at East Village Park. There will be a meeting scheduled and he will keep everyone notified with the progress on the project. Ron Herrick also mentioned that he has gotten quotes for 6 sites for lawn care. It appears that they will have up to 3 vendors doing different sites to help out Parks and Recreation with the lawn care so they are able to keep up with the maintenance. Ron mentioned that it will be on an as-needed basis, and it would be approximately \$960/week, out of the outside services line item of the budget.

Aquatics Report:

Jonathan Taylor gave his report, stating winter 2017 Swim Lessons are going strong. There has only been one day of make-ups for Tuesday as of right now, but he anticipates cancelling lessons on Thursday the 9th. Also, he has been working on the dates for the next session, and he is hoping to have them released within the next 2 weeks. Also, Jonathan mentioned that Off the Deep End has hit minimum (7) for both the Tuesday and Thursday evening classes. The Friday morning class has grown to 6 participants. Jonathan mentioned that he is looking to start the lessons the last week of March, registration will be the 4th week of March. Jonathan also released the new lifeguard class dates today, there is a lot of interest, but he has been stalling a bit because he is waiting for the new materials to come in. All instructors got new backpacks, and were required to pay for half of it. They all have instructor books and the DVDs (everything required to run the class).

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 weekly;
- b) Clean White Hills Recreation Building Weekly; c) Work on equipment; d) Paint at Community Center; e) Work with Highways Department at SHS;f) Clear brush, put down mulch behind SHS; g) Cut brush at SIS; h) Plow lots, clear walks;i) Plow lots, clear walks; and j) Wait for Spring.

Recreation Supervisor's Report:

Brett Beatty mentioned that they are in the middle of their winter programs now, with 52 classes running (20 children and 32 adult classes). The numbers are looking very good this year, with 35 of the classes hitting the minimum requirements which is higher than the average last year. 6 adult programs filled completely, which is also higher than the average last year. 11 of the 20 children's programs have also filled completely. Brett Beatty also mentioned that he is hoping to have the spring schedule out by March 1 [2017]. Also, the website is averaging over 3,000 hits and the total hits are over 40,000. Bill Manion mentioned that softball packets are going out to all of the teams that had registered last year. Also, volleyball and basketball programs are beginning to wind down; 2 of the leagues have finished completely. Bill also mentioned that he is working with the electrician on a project to rearrange the fitness room and put some TV's in there to make it a more enjoyable experience for those who use it. He is also looking for a couple new pieces of equipment to hopefully gain a wider range of clientele using the fitness room. Also, Ron Herrick asked Bill to reach out to the "Silver Sneakers Program", which is a program for seniors that will hopefully take the cost of the fitness room away from the clientele using it and make it covered by their medical insurance,

Jeff Van Scoy made a motion to accept all Staff Reports, seconded by Terrence Gumbs. All were in favor, motion carried.

COMMITTEE REPORTS:

Finance Committee: Terrence Gumbs went over various expenses, such as Northeast Communications, for the truck GPS, for approximately \$1,400. Also, the UCONN bus tour charter, which was approximately \$1,000. Also, there were a few reimbursements, such as youth baseball, which was approximately \$11,000; girls league, which was approximately \$3,400; girls basketball, which was approximately \$6,300; flag football, which was approximately \$6,900; youth soccer, which was approximately \$8,980.

Ad Committee: Chairperson John Papa mentioned that the mailings will be prepared before the April 20th, 2017 meeting, between 6:30pm and 7:00pm.

Gazebo Committee: Vice Chairman David Zamba stated that he booked about half of the bands, and sent out offers to a couple more. Ron Herrick mentioned that they will be looking into moving the site of the launch of the fireworks. Fire Marshal Jim Tortora is going to go down to the site next week and take measurements to see if it is feasible to move the launch site. Chairperson Papa mentioned that \$7,000 was put into the budget for capital.

Field Maintenance: Chairperson Papa mentioned that Dean [Cawthra] is going to get the new mower. Ron Herrick mentioned that it was approximately \$20,000. Ron also mentioned that soccer is looking for a day or two for practice at Long Hill. Jeff Van Scoy mentioned that they are having a meeting next week, and he will bring it up then. Chairperson Papa mentioned that the intention of that field was to have soccer practice in between.

Park Improvements:Debra McGlone mentioned that the curbs and the guardrail got crunched again by the plows at Long Hill School, behind the dumpster.

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

CHAIRMAN'S REPORT

- Chairperson Papa mentioned that he will have to set up a meeting with Mayor Lauretti on getting another park maintainer. The Mayor [Lauretti] let him know that he would help out with the process. Also, he mentioned that the side of the building at the Community Center where the glass windows are beginning to crumble and that they would have to get it under Capital Improvements to get it taken care of. Also, Chairperson Papa mentioned the roof leak in the gymnasium. Ron Herrick mentioned that there were not any more issues since, but they will know more when the snow on the roof melts. Chairperson Papa also mentioned possibly getting a new refrigerator and range at the White Hills Recreation Center. Ron Herrick stated that it is still in good shape for the time being. Also, the no-parking signs at Sunnyside School will be put up in the spring.

OLD BUSINESS:No Report Given.

NEW BUSINESS:

- a. Discussion on Community Center rental categories

Ron Herrick went over the various rental categories for the Community Center.

- b. Discussion on Fitness Membership pricing

David Zamba made a motion to Discount Full Time Employees, and Resident and Non-Resident Seniors, age 62 and up, as follows: \$5 off of quarterly membership for the Fitness Room and \$10 off of full year membership for the Fitness Room, seconded by Anne Gaydos. All were in favor, motion carried.

Discussion: Ron Herrick mentioned that there is a discount for seniors for the pool, but there was never one for the fitness room. A few people came and inquired why this was, and it has been like that since the rates were established over 26 years ago. The commission agreed that this should be changed, and a discount should be implemented, as stated above. Bill Manion also mentioned an active military discount. The Committee agreed that they will look into this and possibly implement one in the future.

Anne Gaydos made a motion to adjourn the meeting at 8:00 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