



SHELTON PARKS & RECREATION COMMISSION MINUTES

The Shelton Parks and Recreation Commission held a regular meeting on Thursday, April 20, 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
Michelle Haywood
Stanley Kudej
Debra McGlone
Jeff Van Scoy
Gary Cahill (excused)
Joseph DeFilippo
Terrance Gumbs (absent)
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.

ACCEPTANCE OF MINUTES

Joe DeFilippo made a motion to accept the March minutes, seconded by Jeff Van Scoy. All were in favor, motion carried.

CORRESPONDENCE

Ron Herrick mentioned a call from a newspaper reporter doing an article on our concerts, and would like some photos. Also, Ron mentioned a letter from a real estate agent with the Higgins Group, whom is new town and would like to donate to the concerts. They maybe also would like to sponsor one. Also, Ron mentioned a letter from the State of Connecticut, they will be doing on route 8, and the skate park will be closed. The City [of Shelton] has 10 days to get all of their equipment out. Work is supposed to be for 2 years.

STAFF REPORTS

Director's Report:

Ron Herrick mentioned the budget hearings and Mayor [Lauretti] put in as much as they had asked for. Ron also mentioned that this time of the year is very busy for Parks and Recreation, and they are starting with the high school and moving on from there. Also, Mingrone Field is just about done, maybe one more day for the sprinkler heads, weather permitting. Also, Ron mentioned the park maintainer position, and they need to set a date for the test. There are a few others that are ahead of us, but hopefully in the next few weeks a test will be given. Ron also mentioned that a new part-timer was hired this week. Also, Masuk High School has used Shelton's courts for 12 matches so far while their courts are being repaired. Derby has not had to come over yet; they are still able to use their fields. Also, Capewell Parking lot had improvements. Ron mentioned a big thanks to George Stachowitz. Also, Riverview Playground materials are all ordered, and hopefully the material will be delivered by the end of the month. The roof was vandalized, and there is also a small piece that is going to be replaced. It is expensive, the roof being \$2,400 installed and the small tic-tac-toe table was approximately \$1,100. Ron Herrick also spoke about outside vendors that will be cutting and trimming; they will be starting May 1 [2017]. The areas that they will be doing the work are the Police Station, Senior Center, High School, Upper EMS, Pine Rock Fire House, and Perry Hill School. They started the roads today, and they will do the Nike Site Tennis and Basketball courts. They should get to that next week. Also, the signs at Sunnyside School for no parking signs are at Highways and Bridges.

Aquatics Report:

Jonathan Taylor gave his report, stating that Swim Lessons have begun. We have filled most of our classes this session, and have a strong interest going into the summer. Parents have been very cooperative so far with clearing the gallery, including swim team and private lesson parents. Also, Jonathan mentioned that the Lifeguard instructors practiced 2 weeks ago with our new skills, and he is in the process of planning several recertifications for the staff. Once the staff is updated, we will consider offering recertification classes for the public. He will be starting the first recertification on the 12th with several of the high school students that are on break this week to gauge how quickly the classes can be conducted. Also, Jonathan mentioned that the previous lifeguard class went well. The new skills are a bit more challenging, and 4 of

the 6 participants passed the course. Also, Jonathan mentioned that he has fired 1 new instructor and 1 new lifeguard.

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) Check playgrounds weekly; c) Clean White Hills Recreation building weekly when possible; d) Line and drag fields as needed; e) Mow fields; f) Till, repair ball fields and add clay; and g) Put away snow equipment.

Recreation Supervisor's Report:

Brett Beatty mentioned Spring Programs, and most of them have already begun, with a few more next week. Also, Brett mentioned that he is working on summer programs now, and he almost has all the dates for the Adult Programs. Also, all of the summer camps that are available are posted on the Parks and Recreation website. A majority of them are online registration through the vendors that we use. Everything goes from our website right to theirs, and then we just send them an invoice at the end. Also, Brett mentioned that summer camps are up, and there are approximately 50 camps running this summer. Brett also mentioned that he has been working on the playground program, trying to get the staff together. It looks like they may have to hire 7-8 staff members. Bill Manion mentioned that Adult Softball is beginning Monday. He also mentioned that they are down 1 league this year, from 5 to 4. The league disbanded was the metal bat league. There was not enough interest in the metal bat. However, we are up teams this year; last year we had 42 teams, and this year we have 44. Bill mentioned that we have 17 co-ed, 17 wood-bat, and 10 over 35 leagues. Also, we have our Women's league that starts at the end of June. Bill mentioned that the fields being used are East Village and Riverview Tuesdays and occasionally Thursday. The girl's league plays at the High School, JV, Long Hill School, and the Intermediate School. Last year, they requested to play more at East Village Park, so this year he will have them at East Village Park more.

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

COMMITTEE REPORTS:

Finance Committee: No Report Given.

Ad Committee: Chairperson Papa wanted to say thank you to all whom helped fill the envelopes.

Gazebo Committee: David Zamba states that all fireworks bids are out and all bands are booked.

Field Maintenance: Stan Kudej asked Highways and Bridges if they could repave the Sunnyside Boat Ramp entrance. It is torn up from the school almost to the tee-ball fields. San Kudej also mentioned that little league official opening day is Sunday, April 30th [2017].

Park Improvements: Chairperson Papa mentioned that they will do a walk-around sometime in June.

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

CHAIRMAN'S REPORT

- Chairperson Papa mentioned that he met with Ron Herrick about the fences that were damaged due to snow. Everything has been repaired. Chairperson Papa also mentioned that Ron Herrick had a meeting with Mayor [Lauretti] about the windows at the Community Center. They are going to try to do it in house, and Chris Potucek is going to get prices. They plan to do the work on Saturdays, Sundays, and half-day Mondays. It is a big job, and it is going to take a lot of time. Also, Chairperson Papa mentioned that the new tractor was signed off on for \$18,500, and the Purchase Order was received today. Also, weight room equipment is on order, and it was approximately \$4,200, which comes out of the Community Center Equipment line item in the budget. Also, Chairperson Papa mentioned Long Hill Elementary School mulch, which there was an article in the paper about. The PTA Treasurer from Long Hill School made a comment that the mulch that the City [of Shelton] was filled with couch cushions and nails, and they needed to spend \$14,000 to replace the mulch. Debra McGlone mentioned, to clear things up, that there was misinformation in the article, which was never corrected. The PTA is very upset about what was put in the paper. They are very grateful for what was done, and did not want to be portrayed in that way. Whoever wrote the article did not give correct information. The \$14,000 was for a package deal, which included equipment and the mulch. Debra McGlone spoke the president of the PTA, and the person who was quoted was very upset because it is not what she said. Her words were twisted. They are pushing for a correction in the paper. Also, Debra mentioned that a batch of mulch was dropped off not too long ago. She inspected it herself, and it looked good. So, if anything else is printed in the newspaper, she can vouch that the mulch looked good.

OLD BUSINESS: No Report Given.

NEW BUSINESS: Ron Herrick mentioned that they had gone over their rates for rentals, and a woman whom is with a Lithuanian School that comes on Saturdays, and they are taking 33 Saturdays. They are located in Shelton. Their forms that they had filed showed that their main office is in Chicago. Ron Herrick stated that he believes that her situation falls in the tent of City rules, which would make her school based in Shelton, and makes her subject to a rental fee waiver, and she will not be charged. Chairperson Papa made a suggestion to speak with City Council Tom Welch and have him look over it to confirm.

David Zamba made a motion to adjourn the meeting at 8:15 pm, seconded by Lorenzo Durante. All were in favor, motion carried.

Respectfully Submitted,

Nicholas Twigg

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Clerk

1 tape on file in the City Clerk's office