



SHELTON PARKS & RECREATION COMMISSION MINUTES

The Shelton Parks and Recreation Commission held a regular meeting on Thursday, May 18, 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 (excused)
Debra McGlone
Jeff Van Scoy
Gary Cahill (excused)
Joseph DeFilippo
Terrance Gumbs
Anne Gaydos
Robert Zuraw

Ronald Herrick, Jr., Director of Parks and Recreation (excused)
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

Robert Zuraw made a motion to accept the April minutes, seconded by Lorenzo Durante. All were in favor, motion carried.

CORRESPONDENCE

Chairperson Papa mentioned a letter from Peter Kiman, thanking Parks and Recreation and Dean Cawthra for the work that was done at Mingrone Field. Also, Chairperson Papa mentioned a letter from Fred Turco, expressing their thanks for the work done on the fields from Youth Lacrosse. Also, Chairperson Papa mentioned a letter from the City Engineer [Robert Kulacz], in regards to the Nike Site drainage problems. A resident living on 22 Oak Glen Drive, stating that the water from the flag football field was draining on their property. The Engineer looked at it, and found that it is not the City's problem; the resident has issues on their property, and when the contractor developed the lot, it was not drained properly. According to the City Engineer [Kulacz], there is no corrective work to be done at the Nike Site, and the job is complete.

STAFF REPORTS

Director's Report:

Ron Herrick left his report, stating the following:

Please try to arrive a few minutes early as photos for 'Shelton Life' will be taken.

The financial report is enclosed.

Highways and Bridges had the tennis and basketball courts at the Nike Site crack sealed.

The Parks crew completed the renovation of Mingrone Field. Had many positive comments from those involved with girls' softball.

I spoke to Tom Welch concerning the Lithuanian School that meets here. He equated it to the scouts and at this time it is determined that there will be no rental fee as they are a Shelton based nonprofit.

The 'No Parking' signs were installed at Sunnyside.

I am still waiting on several youth leagues to get me paperwork so they can be budgeted reimbursements. I will contact them once more before the deadline, which is June 23.

I'm not sure if anyone noticed but Chris Potucek's crew installed the clock on the green. They also changed the bulbs on the walkway lights and installed a new timer.

Jon [Taylor], Brett [Beatty], and Bill [Manion] are continuing to do a great job in their respective areas of responsibility. Jonathan [Taylor] has the pool and lessons running smoothly. Brett

[Beatty] continues to add programs, update the Parks and Recreation website and will be interviewing playground supervisor applicants. Bill [Manion] is running the outside leagues and oversees the fitness room.

I ordered two flatbeds for the stage at the Riverwalk. They will have to be delivered on Friday, June 30, [2017].

Rentals & Usage		
Community Center	Non-Profit = 70 Paid = 50	\$2,650
White Hills Recreation Building	Non-Profit = 12 Paid = 5	\$375
War Memorial Building	Non-Profit = 12 Paid = 1	\$70

RH/eg

Lorenzo Durante made a motion to accept Ron Herrick's report, seconded by Jeff Van Scoy. All were in favor, motion carried.

Aquatics Report:

Jonathan Taylor gave his report, stating that Swim Lessons are coming to an end. Classes are ending within the next 2 weeks. Summer Lessons have been released and will begin registrations the week of June 5th. Jonathan also has held 4 recertification classes for our staff so far. There are several college students that will be returning in the next few weeks that will have to complete their recertification. Also, there is a lifeguard class starting on the 12th with 4 participants. He will be observing most of the classes to ensure that our new instructor is doing well. This will be her second full class, as well as assisting with the recertification. Also, Physical Therapy has extended their rental time in the pool.

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 and around city building as needed;
- f) Finish fertilizer program; and
- g) Paint fields as needed.

Recreation Supervisor's Report:

Brett Beatty mentioned that spring programs are wrapping up. Summer brochures are out, and there are separate ones for Children's and Adult Programs. They are offering about 45 camps this summer; with 17 of them have online registration through the vendor, so there are direct links on our website to their registration forms, so it takes pressure off of the office upstairs. Also, next week they are starting the interview process for the Playground Program. There are 19 applicants, with 11 spots to fill. Also, Brett mentioned that there have been approximately 3,500 hits on the website this month alone. Bill Manion mentioned that they have taken \$1,375 in Gazebo donations. Also, Bill mentioned that all adult programs are running; the women's programs are starting at the end of June. Bill also mentioned that he had reached out to all of the teams, and a few have answered back.

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

COMMITTEE REPORTS:

Finance Committee: No Report Given.

Ad Committee: Robert Zuraw wanted to express his gratitude to all of the Committee members whom helped out last month.

Gazebo Committee: David Zamba states that all concerts are booked and all contracts are in.

Field Maintenance: Jeff Van Scoy mentioned that the fields look good, and Mingrone Field looks fantastic. Also, Dean Cawthra has been taking care of all field needs, and has done an excellent job in the process. Debra McGlone mentioned that Long Hill School fields look great, as well. Lorenzo Durante mentioned that Capewell Field looks excellent, and other towns have been playing there and commenting on how great it looks.

Park Improvements: Lorenzo Durante inquired about the Nike Site basketball court cracks. Chairperson Papa answered that Highways & Bridges sealed the cracks, and they are all set.

Debra McGlone 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 the Park Maintainer position had been tested for, and approximately 62 applicants took the test. They have to go through a verbal test now. Also, Chairperson Papa mentioned the glass work to be done at the Community Center.

Chris Potucek is going to put siding in above the glass, and put all new glass in. This will probably not start until the fall. Also, Chairperson Papa mentioned the schedule for the concerts, and it could be found on the City website.

OLD BUSINESS: No Report Given.

NEW BUSINESS: No Report Given.

Robert Zuraw made a motion to adjourn the meeting at 7:55 pm, seconded by Jeff Van Scoy. All were in favor, motion carried.

Respectfully Submitted,

Nicholas Twigg

Nicholas Twigg
Clerk

1 tape on file in the City Clerk's office