Sherman Park and Recreation Commission
Minutes of Regular Meeting
February 13, 2017

Present:  
Fran Frattini-Chairman
William Butts
Denise DePalma
Karen Kellett
John Wrenn-Director

Absent: 
Kris Fazzone
Stan Greenbaum

Guests:  Bob Ostrosky, Phillip Ostrosky, Don Lowe, Clay Cope, Tony Iadarola, and Tim Sadick

Call to order:  
Chairman Fran Frattini called the February 13, 2017 Regular Meeting of the Park and Recreation Commission meeting to order at 7:27pm.

Tony Iadarola, Town Engineer, gave a presentation detailing the results of the recently completed bidding process for the new tennis courts using a post tensioning process. He presented a summary of his analysis of that information. The presentation included but was not limited to the following:

- a comparison of the four companies that had bid
- three of the four companies were very close in price; one was notably higher
- possible deductions suggested by companies to lower overall price, for example the town crew doing the demolition or using galvanized fencing instead of vinyl coated; Mr. Iadarola does not recommend either of these deductions
- temporary road that would need to be built from parking lot to tennis courts to accommodate heavy equipment for project if constructed by the contractor would be an addition to the price.
- strict adherence to bid specifications by all companies, including provision for including references

There was a discussion. Mr. Iadarola recommended the R.S. Site and Sports Company's bid following the bids specs and not including any deductions so that the company would be responsible for all phases of the project from prep and demolition, to building and dismantling of the temporary roadway to full restoration of the site and surrounding areas. Mr. Iadarola had checked all the references for R.S. Site and Sports and all came back with only positive comments. Tim Sadick, owner of R.S. Site and Sports was in attendance and available for
questions and noted that he is on site and personally supervises the company's projects.

It was noted that the Commission's tennis court committee had met with various companies and had preferred the R.S. Site and Sport's presentation. Clay Cope noted that he had received an unsolicited recommendation from a resident who does paving and who had been pleased with the work of Mr. Sadick's company.

There was a discussion about the impact the temporary construction road from Veteran's Field parking lot to tennis courts would have on use of the fields and the track. Tony Iadarola noted that the road would be bordered by yellow construction fencing, that the road surface would be 3 inch processed gravel and that the entire length of the project should be 60 days from start to finish weather permitting. There would be testing done on all facets of the project with results directly submitted to Mr. Iadarola. There would also be curing time needed before use. _Denise DePalma made a motion to accept Tony Iadarola's recommendation and accept the bid from R.S. Site and Sport for the post tensioning tennis courts at Veteran's field at a cost of $198,775.00 (Original Bid $190,275.00 plus temporary road $8,500.00 for a total of $198,775.00) Karen Kellett seconded and the motion was accepted unanimously._

The BOS were advised of this recommendation of the Park and Recreation Commission noting that additional funds would need to be requested at Town Meeting to cover the costs over and above the original $135,000.00 that had been previously approved from the Capital Non-recurring fund for this project. Also the BOS were advised that additional funds would need to be approved so that the last 6 dock fingers that are attached to the wall can be completed this fiscal year. The floating section will be presented in the 2017/2018 budget proposal.

The Commission went into recess at 7:40pm and returned to the regular meeting at 7:45pm. Bob Ostrosky, Don Lowe and Clay Cope left the meeting during the recess.

**Minutes from December 12, 2016 Regular Meeting:**

_A motion to approve the minutes of the December 12, 2016 Sherman Park and Recreation Commission Regular Meeting was made by William Butts. The motion was seconded by Denise DePalma and passed unanimously._ It was noted that there was no January 9, 2017 meeting due to lack of a quorum.

**Correspondence:**

There was no correspondence. Fran Frattini noted that the Town Meeting dealing with the dog ordinance, the tennis court project and the docks project among others is to be held on Thursday, February 23, 2017 at 6:00PM before the Board of Selectmen's meeting.

**Facilities:**

There were no written requests for use of facilities presented to the Commission at this time. John Wrenn noted that there had been requests for the ball fields by Mrs. Johnson for the entire summer for Little League as well as a Town Park/pavilion request by Dr. Krier for the annual pet memorial on September 10. There was a discussion about the impact on Park and Recreation events as well as school activities due to the construction of the new tennis courts. The need to inform the school of the scope of the project was discussed. It was noted that the contractor will be responsible for safety signs at the site.

John Wrenn had gotten a quote of $1,200 for 2 fiberglass clear basketball backboards.
It was noted that Clay Cope had told Mr. Wrenn that there was money in the budget for the backboards. The town crew installing the backboards was discussed.

**Old Business:**

  The drum circle may start up again in April. There was a discussion about the possibility of offering an organic cooking class as well as a Preschool Playgroup, possibly based outdoors in fair weather, and a babysitting class.

**New Business:**

  There was no new business.

**Director's Report:**

  John Wrenn shared the following information.

  ASP is averaging almost 6 children per day and there are 2 new part time children that recently registered. Some of the ideas for special themed days are being tried to increase enrollment. The checking reports for both December and January were distributed. There had been a check for a partial refund of ASP deposit due to the family no longer needing the service. There was a discussion.

  *Karen Kellett made a motion to approve the ASP refund of $395 to Mike Carpanzano for the unused balance of ASP deposit. Denise DePalma seconded and the motion was accepted unanimously.*

  Winter skiing has not been well attended due to the weather but is still being offered at Thunder Ridge every weeknight.

  Saturday basketball is ongoing and enrollment overall is down, with 4 children in youngest division and 30 in the older division. There are 3 staff members working and tee shirts have been purchased for the participants.

  Mr. Wrenn noted that he has gotten several calls for boat slips but they are for the larger sized boats and all the larger slips have been rented already. There is a waiting list for the larger slips.

**Proposed 2017/2018 Budget:**

  The proposed budget was distributed and reviewed. John Wrenn noted that there were a few changes for the first time in about 10 years. Expenditure projection changes included:

  1. Guard training up from $500 to $2,500 to entice applicants to seek the job openings that are likely this coming summer, as well as additional training for the waterfront supervisor.
  2. Maintenance and supplies are up $500.
  3. Field maintenance and supplies are up from $1,100 to $5,400 based on the cost last year of the stone dust and clay on baseball fields ordered by the BOS.
  4. Lifeguards rate increased by $.35 per hour to keep pace with rising minimum wage.
  5. Phone bill was reduced by $300 based on better rate received during current year.
  6. Cost of portable toilets increased from $4,000 to $5,000 based on the need to have one rented throughout the year for the track at Veterans’ Field.
  7. Concert Series request increased by $1,000 in order to offer 2 more concerts and make the total five for the season.
8. Staff salary schedule and a list of hours worked per year were included in the budget proposal information.

Revenue for Camp and Swim Lessons is expected to be down a little so the projected income from those programs was reduced from $30,000 to $28,000. Anticipated boat mooring revenue remains stable but Pavilion rental fees are expected to increase by $1,000.

The proposed budget has fee structure for camps, swim lessons and boat mooring rentals remaining the same as last year.

Capital Improvements included:
1. Boat dock project for floating sections for $43,000.
2. Stairs from the school parking lot down to Veterans Field for $7,500.
3. Renovation of bathroom at Veterans Field for $14,000.

Possible future repairs to the Scout House including a new shingle roof, woodwork and sill repairs, electrical, gas and fire inspections possibly costing between $20,000 and $23,000 were discussed. Future repairs to the beach house were also discussed.

William Butts made a motion to accept the proposed 2017-2018 budget in the amount of $114,827 and to include Capital Improvements request for $43,000 for the floating section of the docks at the town park, $7,500 for the stairs from school parking lot to Veterans Field and $14,000 for the renovation of bathroom at Veterans Field. Denise DePalma seconded and the motion was accepted unanimously.

It was noted that the budget hearing is scheduled for Saturday, February 25, beginning at 9:00am and Park and Recreation is first or second on the agenda.

With no further business, Denise DePalma made a motion to adjourn the February 13, 2017 Park and Recreation Regular meeting. The motion was seconded by Karen Kellett and passed unanimously. The meeting was adjourned at 8:49pm.

Respectfully submitted,

Karen Kellett
Park and Recreation Secretary

Mary Jo Dix
Recording Secretary

These minutes are not considered official until they have been approved at the next regularly scheduled meeting of the Park and Recreation Commission.