Sherman Park and Recreation Commission
Minutes of Regular Meeting
May 8, 2017

Present:
Fran Frattini-Chairman
John Wrenn-Director
Stan Greenbaum
Karen Kellett
Kris Fazzone

Guests: Clay Cope – left at 7:20 pm – before a quorum was present

Absent
William Butts
Denise DePalma

Call to order:
Chairman Fran Frattini called the May 8, 2017 Regular Meeting of the Park and Recreation Commission to order at 7:35 pm.

Facilities Use:
The Scouts had requested the use of the pavilion and the Town Park for the Adventures in Scouting program on May 13, with a rain date in June 3rd, if necessary.

Kris Fazzone made a motion to approve the request by the Scouts for use of the Pavilion and the Town Park for the Adventures in Scouting program on May 13 with a rain date of June 3, 2017 and for the fee to be waived. The motion was seconded by Karen Kellett and passed unanimously.

Minutes from February 13, 2017 Regular Meeting:
A motion to approve the minutes of the February 13, 2017 Sherman Park and Recreation Commission Regular Meeting was made by Kris Fazzone. The motion was seconded by Karen Kellett and passed. Stan Greenbaum abstained due to his absence from the meeting. Minutes approved as written.

It was noted that the March 13, 2017 and April 10, 2017 Regular Park and Recreation Commission meetings had been cancelled due to a lack of a quorum.
Correspondence:

1. Fran Frattini noted that there had been a refund given to family participating in the ASP program. It was due to a balance left from the family’s deposit after the family no longer needed the service. This issue was scheduled to have been discussed at the March 13, 2017 Commission meeting. A motion was made by Stan Greenbaum to approve the $160.00 refund representing the balance of the ASP deposit to the family of Gianna Frick due to lack of further need to participate in the ASP program. Karen Kellett seconded and the motion passed unanimously.

2. Fran Frattini read a letter sent by Mike Carpanzano stating that he had cleaned up about 25% of the trail to the beach adjacent to his property. He was requesting permission to continue on the remaining 75% to be done at his own expense and in his own time frame. He noted that he would not be acting as an employee, just a citizen who wished to see the area tidy, and that he would only use small equipment if needed and would provide the town with proof of up-to-date insurance. Mr. Carpanzano further noted that he would also be willing to be considered as a candidate for a spot on the Commission in the future. There was a discussion. The consensus was to accept Mike Carpanzano’s request to maintain the trail to the park, thank him for his past and future efforts, request his insurance certificate and see how it works out this summer. The situation will be reviewed in a year.

3. The process of filling vacancies on the Commission was discussed and a few possible candidates were reviewed.

4. There was a discussion of Park and Recreation items passed at a recent Town Meeting, including the dog ordinance, additional money for tennis courts, and additional funds for docks. It was noted the tennis court project has already begun. The long-range plan for dock repair and replacement was discussed, including finishing docks on the wall in FY2016-17 and the floating section to be done in the FY2017-18. Materials for the wall and boardwalk were discussed which will be in the 2018-19 budget either in full or in part depending on the cost to replace the wall and boardwalk.

Maintenance and Repairs

The tennis court project was discussed. It was noted that there had been a step-by-step construction checklist in place that someone from the Commission should be monitoring. It was further noted that this task should be the responsibility of the town engineer. The Commission would like to be kept current on the progress of the project and status of the checklist.

Fiscal responsibility on the part of the Commission and the BOS was discussed.

The composting toilet building interior maintenance plan to make the facility “sanitizable” was discussed, as well as the need to research the state of the art technology related to composting toilet maintenance and sanitation, both inside and underneath. The cost effectiveness of composting toilets was discussed as well as the option of getting porta pots as a back-up plan and possibly putting them inside the existing building. It was noted that contacting the company that sold the composting toilet to the town should yield the best and most current information on repairs, maintenance, sanitizing and accessibility to bring the facility up to the standard the Commission needs.
The advantages of Park and Recreation having its own dedicated maintenance personnel were discussed.

There was a discussion about the proposed stairway for Veterans Field, including the possibility of a second stairway from the school playground near the large parking lot down to the field. The second stairway would be particularly helpful for overflow parking during big events on Veterans Field.

Fran Frattini reminded the Commission that the June regular meeting date had changed from June 12 to June 5.

The advantages of having a Facilities Manager were revisited, even if it was only part time. Basketball court sign was reviewed as well as “pick up after your dog” signs.

John Wrenn shared an email from Clay Cope in which Mr. Cope listed 11 items that he felt needed Mr. Wrenn’s attention. Mr. Wrenn wrote back the same day noting the status of each of the requests; some had been completed, some were put on the schedule to be done due to Mr. Cope’s request, some items needed to be discussed with the Commission and some needed the process clarified by Mr. Wrenn to Mr. Cope. Mr. Wrenn addressed all the items and Mr. Cope thanked him for his prompt reply.

John Wrenn reported that the eagle sculpture was broken. There was a discussion on cost of repair at $500.00 and a decision not to repair it. Noting that this is the second time the wing has been damaged.

Old Business:
There was no old business.

New Business:
Prior to the meeting, First Selectman Cope had dropped off a hand drawing of the parking lot at Colonial advising the commission that he and Public Works had visited the area and would like to have it paved. After much discussion, the Commission agreed that area should not be paved but should have defined parking spaces and will look into how this can be done.

Director’s Report
John Wrenn shared the following:
1. The checking account report for January, February, March and April was distributed showing deposits for ASP and Saturday basketball, as well as checks written for ASP salaries and supplies. Checks were also written for basketball salaries and basketball program tee shirts and for the filled plastic eggs for the Annual Egg Hunt.
2. Summer programs were discussed including: Junior and Senior Camp will be held from June 26 to August 4; Senior Camp Director will be Samantha Celio; baseball camp is a definite; soccer camp may happen if a director can be hired; tennis lessons are likely all summer; Stephanie Scanlon will return as Waterfront Director.
3. ASP average attendance was 4.8 children per day in April.
4. For the 2017-18 Capital Improvements budget there was $2,800 that could be used to purchase grills: 2 double grills, one each at the pavilion and at the park if not purchased in this fiscal year.
5. 12 garden plots have been rented in the Community Garden so far.
6. 26 kayak and canoe storage spots have been rented.
7. 41 beach passes have been given out. James Day will be handling beach passes at Park and Rec.
8. All 58 boat slips have been rented
9. Thunder Ridge sent $48 from the skiing program.
10. The Park and Recreation office will be open Saturday mornings from 9:00 – 11:30 until June 26 when summer hours will begin and it will be open Monday through Friday from 9:00 – 12:00.
11. The Annual Egg Hunt was a big success with close to 100 children in attendance. Mary Jo Dix, coordinator of the Egg Hunt, submitted receipts for supplies for reimbursement. A motion was made by Kris Fazzone to reimburse Mary Jo Dix for $68.91 for out of pocket costs for supplies for the Annual Egg Hunt held on April 15, 2017 at the Town Park. Karen Kellett seconded and the motion passed unanimously.

Fran Frattini discussed the Candlewood Lake Authority’s plan to hold “Coffee with the Community” in all the towns surrounding the lake. The purpose of the meeting would be to discuss the workings of the CLA and have a Q&A with the townspeople. The CLA may want to hold such a meeting in Sherman on a Saturday morning at the pavilion. There was a discussion. Kris Fazzone made a motion to grant John Wrenn permission to approve a request by the Candlewood Lake Authority to hold a “Coffee with the Community” in the pavilion and to waive the fee if the CLA approached him with this request. Karen Kellett seconded and the motion passed unanimously.

Kris Fazzone made a motion to adjourn the May 8, 2017 Park and Recreation Regular meeting. The motion was seconded by Stan Greenbaum and passed unanimously. The meeting was adjourned at 9:04 pm.

Respectfully submitted,

Karen Kellett
Park and Recreation Secretary

Mary Jo Dix
Recording Secretary

NOTE The June Park and Recreation Meeting will be June 5, 2017. The meeting scheduled for June 12th has been canceled.