

Park and Recreation Commission

Andrew Cota, Chairman

Beverly Moran
James Benanto
Ronald Sill
John Monahan
James Butler Sr.
Bruce Sill

Minutes

(meeting recorded)

Monthly meeting: Monday, March 13, 2017 in City Hall.

Meeting was called to order at 7:00 p.m.

By roll call, members present: Andrew Cota, Beverly Moran, James Benanto, Ronald Sill, John Monahan, James Butler Sr. and Bruce Sill.

Parks and Recreation Director Dennis O'Connell was present. The Athletic Director clerk Jennifer Moffat was excused.

ADDITIONS OR DELETIONS TO THE AGENDA:

MOTION made by Ronald Sill and second by James Butler Sr. Move to accept the agenda, as presented. Motion carried unanimously.

APPROVAL OF MINUTES:

MOTION was made Beverly Moran and second by Bruce Sill. Move to accept the minutes of February 13, 2017 and February 23, 2017, as written. Motion carried unanimously.

PUBLIC PORTION:

No one was present.

CORRESPONDENCES:

Youth Soccer has expressed concern that Walter Mayhew is presenting his instructional program in such a way that it mirrors the Youth Soccer website. It was noted that Mr. Mayhew was the person who designed the website for the Youth Soccer Program while he was involved with their program. The members did not speak to the similarities but indicated that they will observe the sites going forward. It was again stressed that the approval for the instructional program did stipulate that the participation must be at least 80% Derby residents.

DIRECTOR REPORTS:

Parks & Recreation Director's Report: Mr. O'Connell stated that the basketball season has finished another successful year. Next, the registrations for the spring programs are underway.

High School Athletic Director's Report: Ms. Moffat was excused.

NEW or OTHER BUSINESS:

2016-2017 Budget: Mr. O'Connell presented the budget to the members. The Board of Apportionment and Taxation has requested that there be a 0% increase and further that a possible cut list should be offered. He explained that there are no areas available to be cut without causing a hardship. He did not present salary increases and noted that it has been years since there has been an increase. They were proposed last year but not granted. He did indicate that the budget being presented is calculated figuring that the programs will be a normal year. If construction on the football and baseball fields goes forward quickly then the fields would be closed. With the closure, there would be savings on the water account as the sprinkler system would be shut down, there would be no need for maintenance or lining of those fields which would result in a savings and the cost of maintenance and upkeep of the field house would not be necessary.

Members discussed the need for a wage increase. They noted that the other departments with non-union employees do see increases consistent with the percentage given through union negotiations. They questioned why the Parks and Recreation employees' salaries did not mirror the union percentage of increase.

		2017-2018 Budget	
Dept 5100 - Parks & Recreation			
5100-110-0110	Parks Director Wages	\$	23,300
5100-110-0111	Supervisors	\$	73,554
5100-110-0112	Attendants	\$	13,975
5100-110-0114	Lifeguards	\$	11,400
5100-110-0115	Bldg Maintenance wages	\$	16,940
5100-140-0141	Playground Wages	\$	10,013
			\$ 149,182
5100-230-0231	Yankeegas	\$	5,600
5100-230-0232	Water Co.	\$	5,300
			\$ 10,900
5100-270-0278	Witek Park Maintenance	\$	16,000
			\$ 16,000
5100-330-0330	Repair Equip. Maintenance	\$	3,250
5100-330-0330	Building repairs & ground maintenance	\$	2,500
5100-330-0330	Sprinkler System maintenance	\$	3,000
5100-330-0330	Boiler/HVAC/Plumbing	\$	4,000
5100-330-0330	Pool/Spa Filter maintenance	\$	3,250
5100-330-0330	CC Health Club Systems	\$	1,250
5100-330-0330	Gymnasium Floor	\$	2,500
5100-330-0330	Glass/Doors repair/replacement, locks	\$	1,000
5100-330-0330	Fence maintenance/repair	\$	1,500
5100-330-0330	Pool Deck maintenance	\$	1,500
5100-330-0330	Health Club workout equipment repair	\$	1,250
			\$ 25,000
5100-330-0331	Portable Toilet	\$	1,800
5100-330-0331	Water Cooler	\$	1,000
5100-330-0331	Pool Supplies	\$	6,500
5100-330-0331	Storage Container	\$	2,200
5100-330-0331	Miscellaneous Building, Cleaning Supplies & Equipment	\$	4,000
5100-330-0331	Locker Room/Bathroom Paper Goods Supplies	\$	2,500
5100-330-0331	Track/Field Maintenance Supplies, Chemicals, Fertilizers, Field Clay, Top Soil	\$	3,000
5100-330-0331	Electrical Supplies	\$	1,000
5100-330-0331	Field Paint	\$	3,000
			\$ 25,000
5100-330-0332	Telephone Service, Computer Service	\$	2,300
5100-330-0332	Alarm System	\$	500
5100-330-0332	Office Supplies	\$	1,300
			\$ 4,100
5100-330-0333	Signs	\$	500
5100-330-0333	Sporting Equipment, Goals	\$	3,250
5100-330-0333	Music system/ Tables and Chairs	\$	750
	Technology (computer)	\$	750
			\$ 5,250
5100-390-0111	Derby Colt Baseball	\$	1
5100-390-0007	Girls Softball	\$	1

5100-390-0009	Soccer	\$	3,000	
5100-390-0010	Little League	\$	8,000	
5100-390-0011	Pop Warner	\$	9,500	
5100-390-0012	Wrestling	\$	1	
	Games/Arts & Crafts, Sports Equipment - Bus			
5100-390-0013	Rentals, Playground Supplies	\$	2,000	
5100-390-0016	Recreation 14 through 18 Basketball/Softball	\$	1,200	
5100-330-0333	Youth Basketball	\$	7,500	
				\$ 31,203
	Dept. Total	\$	266,635	\$ 266,635
	Ryan Field Capital	\$	10,000	

Grand Total	\$	276,635
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MOTION by James Benanto and second by Ronald Sill. Move to adopt the 2017-2018 Parks and Recreation budget, with a two percent increase in the wage accounts. Motion carried unanimously.

Members discussed the various programs that receive a stipend but also have registration fees and fundraise for their programs. It was felt that it should be expressed to the Board of Apportionment and Taxation that the programs do financially support their overall budgets and that the stipend is only a very small fraction of their budgets.

Members further discussed the salaries and stressed that the staff are paid lower than most other towns. Case in point, finding and retaining lifeguards is difficult as they generally seek employment in towns paying a higher hourly rate.

MOTION made by Beverly Moran and second by John Monahan. Move to direct the chairman to communicate with Corporation Counsel to draft an ordinance that specifies that the employees of the Parks and Recreation Department receive salary increases consistent with the percentage of increase awarded to union employees in the City of Derby. Motion carried unanimously.

NEW or OTHER BUSINESS:

Update on the Football/Baseball/Field house Committees: Mr. O'Connell stated that an architect has been selected to design the field. The field house committee will be doing a thorough survey of the complex so as to work through the entire project coordinating the overall project which includes the football field, the track, the baseball field and the field house. Mrs. Payton has agreed to fund the expansive survey. Members discussed how the multiple committees are going to tie together their plans and also the professional services. They felt it important to determine how the liabilities and performances will be determined so that if there is a conflict or construction problem, who would be held responsible for remedying said issue. Members also felt it important that each program that is being affected by this expansive project will have their needs properly addressed. With the moving of baseball and softball, it needs to be assured that these programs will be made whole at the finish of the project. It was noted that Dr. Conway has been very receptive to all comments and concerns and he is seen as the unifying voice between all the committees. It was also stressed that the funds for the softball field relocation must be reserved and if the intent is to incorporate the field within the Little League complex that both the Little League and softball program must come out whole.

Mr. O'Connell noted that the plans for the field house are evolving into a significantly larger facility and with it will come greater maintenance needs. Included in the planned design is a banquet facility and the intent is to have additional community use. Plans should be discussed as to how the facility will be managed and maintained.

MOTION by Ronald Sill and second by Beverly Moran. Move to adjourn the meeting at 8:21 p.m.
Motion carried unanimously.

Respectfully prepared,

Karen Kemmesies

Karen Kemmesies, secretary

These minutes are subject to the Commission's approval at their next scheduled meeting.