



UNAPPROVED
Minutes of the
SPECIAL
Parks and Recreation Commission Meeting

December 18, 2019

In Attendance:

Phil Kearns, Chair
Gina Carey
David Shofi
Evie Bottali
Kim Hulber
David Thaxter, Via Phone

Dennis DiPinto, Director
Kathy Fassman, Marketing
Eileen Cipolla, Accountant
Jane Byrnes, Secty.

These minutes are a general summary of the meeting and are not intended to be a verbatim transcription.

Meeting called to order by Chair at 7:35 p.m.

Recognition of Guests:

No guests to recognize.

Approval of Agenda

The agenda as presented was approved.

Minutes:

There were no changes to the minutes.

Financial Status – Eileen Cipolla

Ms. Cipolla reported that year-to-date revenue and expenses are on budget. The capital budget will be discussed under the sub-committee's report.

The Commission mentioned that they will be keeping a close eye on memberships over the next few months.

Chairperson's Report – Phil Kearns:

Mr. Kearns mentioned that his report would be covered under the Director's as well and the Budget and Policy sub-committee reports.



Director's Report- Dennis DiPinto

Building/Grounds

- Attended several meetings with staff and Town on the family changing room renovation bids should be going out within the next few days.

Much discussion regarding keeping within the budget and the extent of the construction. There was also a discussion regarding if changes could be made the current plan. The Director mentioned that at this time, changes would be difficult.

- Met on additional drone footage.

Financial

- Working on capital and operating budgets
- Working with Town, BOE and Tiger Hollow rep on Tiger Hollow turf replacement
- Working with Friends on grants for the outdoor pavilion
- Met with Town regarding last month's revenue numbers

Community

- Met with member of BOS regarding pickleball challenges

Staffing-Programs

- Working on staff yearly evaluations

Annual Goals & Marketing Plans:

- Ms. Bottali reported membership revenue was on target with those reported by Ms. Cipolla.
- Will be working with staff to identify membership class profiles, starting with age and gender.

Marketing & Programs- Kathy Fassman

- Department is offering a half day program to help when school has early dismissals
- Partnering with Thunder Ridge again this season for ski program
- In spring will be partnering with Stepping Stone to offer horseback riding lessons
- Offering a magic series this spring 3 different Fridays
- Looking for instructors to offer children's cooking classes
- Looking for instructors to teach adult cooking classes
- New Year postcard will go out in a few weeks

Discussion regarding future pricing of half-day programs.

Assistant Director-Parks – Bob Schneider:

In Mr. Schneider's absence, Mr. DiPinto reported that crews were busy with fall clean up; however; now that the winter weather has arrived, they are working on ice and snow removal.

Sub-Committee Reports:

Aquatics & Programs – David Thaxter

No report at this time.

Mr. Shofi asked if there had been any further discussion from Ridgefield Aquatic Club regarding their pool request. Mr. DiPinto stated that there has been no further discussion.



Buildings & Grounds – David Thaxter:

Mr. Thaxter stated that he is looking to schedule the sub-committee meeting to discuss the fields agreement for sometime in early January. After some discussion, Mr. Kearns suggested that the sub-committee meet as soon as they can so budget numbers are available.

Budget & Policy – Phil Kearns

Mr. Kearns summarized for the Commission the proposed 2020-2021 Parks and Recreation Capital Budget as presented by the Budget Sub-Committee.

After a lengthy discussion, and a thorough review of the proposed budget, Ms. Carey made the following motion:

“Move to accept the 2020-2021 Parks and Recreation Capital Budget request as proposed by the Budget & Policy Sub-Committee.”

Motion seconded by David Thaxter and unanimously passed.

Special Services & Community Outreach – Barbara Dobbin

Mr. Kearns reported that Ms. Dobbin will be working on developing a new five year ADA Accessibility priority item list.

Strategic Planning – Gina Carey

Nothing to report at this time.

Old Business

Approved Meeting Dates -2020

After a brief discussion and some questions, Ms. Carey motioned to:

Approved the 2020 Parks and Recreation Commission meeting dates as amended, as well as the approval of moving the meeting start time to 6:30pm.

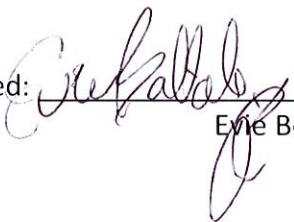
Motioned seconded by David Shofi and passed unanimously passed.

New Business

No new business.

With no further business, a motion to adjourn at 9:05pm was made by Gina Carey, seconded by Evie Bottali and unanimously passed.

Minutes Approved: _____


Evie Bottali, Secretary



**UNAPPROVED MINUTES
OF THE SPECIAL MEETING
PARKS AND RECREATION COMMISSION
SUB-COMMITTEE**

Date: December 20, 2019

In Attendance P&R Commission (Circle):

Phil Kearns Kim Hulber
Barbara Dobbin Evie Bottali
Gina Carey ^{U/A} David Thaxter
David Shofi ^{Phone}

Guests

Dennis D. Pinto
Eileen Cipolla
Kathy

Bob

Meeting called to order at: 8:30

Sub-Committee (Circle):

Annual Goals & Marketing Plans
Aquatic & Programs
Budget & Policy

Buildings & Grounds
Special Services – Community Out Reach
Strategic Planning

Minutes:

preliminary review of ~~staff~~ operating budget

Motion to adjourn: (Made By): Barbara Time Adjourned: 9:20

Minutes Submitted By: Phil Kearns