



**Town of Ridgefield Parks & Recreation Commission Meeting Minutes**  
**Tuesday, February 15, 2022 at 6:30pm**  
**Meeting held via Zoom**  
**APPROVED**

**PRESENT:** P. Kearns, E. Bottali, G. Carey, D. Shofi, P. Nichols, D. DiPinto, B. Schneider, K. Fassman, E. Cipolla and A. Platt

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 6:33 pm.**

**APPROVAL OF AGENDA**

Gina Carey made a motion to approve the agenda. Seconded by Pete Nichols. Motion carried 5-0.

**RECOGNITION OF GUESTS & SPEAKERS**

**APPROVAL OF MINUTES**

Motion made by David Shofi to approve the January minutes. Seconded by Pete Nichols. Motion carried 5-0.

**FINANCIAL UPDATE**

E. Cipolla provided the monthly financial report. Projected revenue and expenses are on-target.

**BUSINESS UPDATES**

**Chairperson's Report** – Phil Kearns

- Attended meetings for BOE Field Use Agreement and Skate Park which will be covered in the Buildings & Grounds subcommittee report
- Submitted grant requests on behalf of the Friends of Parks & Rec for improvements in and around the Rec Center grounds

**Director's Report** – Dennis DiPinto

- Met with Rudy, Phil and Eileen to review FY2023 Operating Budget; Slight modifications include, Scotts Ridge sinking fund was combined with the Tiger Hollow sinking fund and Barlow HVAC rooftop unit was moved from Capital to ARPA funding.
- Attended monthly revenue meeting last week
- Attended State of the Town address by the First Selectman
- Attended monthly SPIF meeting



- Attended Zoom presentation with Buildings & Grounds subcommittee to hear Skate Park ideas from two members of the public. More discussion will follow under the subcommittee's report.
- Reviewed a very preliminary idea for bringing Disc Golf to Ridgefield
- David, Bob and I met with Planning & Zoning to discuss next steps on the Martin Park courts. More discussion will be had during the Buildings & Grounds subcommittee report.
- A few personnel announcements: We welcomed our new Building Maintenance Supervisor on Monday, and are in the final stages of selecting a candidate for the Governor Park Facilities and Program Supervisor position.
- Received some really good input from the staff on enhancing our Workplace Culture, and will be putting some of their recommendations into action very soon.

#### **Marketing & Programs – Kathy Fassman**

- Postcard was mailed to 500 new households in December highlighting many of our offerings.
- Spring/Summer brochure will be mailed to all residents in March.
- 1-week Free Trial Promo continues; We will be tracking the number of conversions from this promo.
- Child sitting will begin accepting drop-ins next month.
- February Winter Break Camp has already sold out for next week.

#### **Asst. Director Parks – Bob Schneider**

- Outdoor maintenance is in the process of building new lifeguard stands for the summer season.
- The vista near Tiger Hollow Way has been cleared of overgrown weeds and brush.
- Zoom Flume is out for repairs before the summer season.
- Existing surveillance cameras are being updated in some of the P&R outdoor spaces.
- Rec Center interior received a fresh coat of paint.
- Athletic teams will hold their annual fields meeting later this week.
- Mr. Schneider met with Dane Street to review the BOE Fields Agreement for 2022; Final version will go out for signature this week.

#### **SUBCOMMITTEE REPORTS**

##### **Marketing, Promotions & Membership – Evie Bottali**

Covered under K. Fassman's report

##### **Aquatics & Programs – P. Kearns reported on behalf of Barbara Dobbin**

Nothing new to report

##### **Budget & Policy – Phil Kearns**

Mr. Kearns was pleased with the presentation of the P&R budgets to the BOS and will confirm any changes after the BOS meets on March 28<sup>th</sup>.



### **Buildings & Grounds (B&G) – David Shofi**

- BOE Fields Usage Agreement has been final approved for language and will be sent to the BOE for signatures.
- Skate Park – Subcommittee received a proposal from Cody Williams for some improvements to the park's design. The initial design work would cost approx. \$5,000 - \$10,000. The subcommittee is awaiting additional information from Mr. Williams before presenting formally to the Commission.
- Martin Park Pickleball Courts – Mr. Shofi and Mr. DiPinto met w/ P&Z to discuss the issue with the courts. We are waiting for the requirements for a special permit application from P&Z so the subcommittee can make a decision on how best to proceed. Mr. Shofi shared that P&Z understands the urgency for a decision, and he expects more information in the coming days.
- Ridgefield Playhouse proposed that P&R make available Ciuccoli Field for up to four concerts in summer 2022; Subcommittee met with Rudy and Allison to review concert specifics. Subcommittee agreed to two of the four concerts the Playhouse requested.

**Special Services, Community Outreach and Customer Experience – P. Kearns on behalf of Kim Hulber**  
Nothing new to report.

### **Strategic Planning and Annual Goals – Gina Carey**

Ms. Carey will distribute an annual planning template to all subcommittees at or before the March meeting.

### **Old Business**

No old business to report.

### **New Business**

Executive Session: Organizational Structure

Gina Carey moved and Pete Nichols seconded the motion to enter into Executive Session at 7:38 pm, inviting Dennis DiPinto to join them. Motion carried 5-0.

Commission returned to public session at 8:05 pm.

No vote was taken.

With no further business, Gina Carey moved to adjourn the meeting at 8:07 pm. Seconded by Pete Nichols. Motion carried 5-0.

**Next meeting is scheduled for Tuesday, March 15, 2022 at 6:30 pm via Zoom.**