



**Town of Ridgefield Parks & Recreation Commission Meeting Minutes**  
**Tuesday, November 16, 2021 at 6:30pm**  
**Meeting held via Zoom**  
**APPROVED**

**PRESENT:** P. Kearns, B. Dobbin, G. Carey, E. Bottali, K. Hulber, 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 the Chair at 6:34 pm.**

**APPROVAL OF AGENDA**

Barbara Dobbin made a motion to approve the agenda. Seconded by Gina Carey. Motion carried.

**RECOGNITION OF GUESTS & SPEAKERS**

Guest: Karen Sulzinsky; No speakers in attendance

**APPROVAL OF MINUTES**

Gina Carey requested to change the October minutes to reflect that the motion made during the Buildings & Grounds subcommittee report regarding Pickleball courts at Martin Park was made after the new business discussion.

Motion made by Barbara Dobbin to approve the amended October minutes. Seconded by Gina Carey. Motion carried.

**FINANCIAL UPDATE**

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

**BUSINESS UPDATES**

**Chairperson's Report** – Phil Kearns

- Updates covered in the Buildings & Grounds and Budget & Policy subcommittee reports.

**Director's Report** – Dennis DiPinto

- Fall Community Outreach events: Halloween Howl, Family Fun Day, Trunk or Treat
- Capital and Operating budget reviews are underway.
- RAC conversations have begun regarding replacing pool gutters; Projected timing July/August '22.
- Reissuing keys and lock sets to control who has access to Barlow Mtn Pool.
- Film production took place at Governor's Park last month for an upcoming Netflix movie.
- Attended monthly revenue meeting.
- Continue to work with CCA and landscape architect on parking study to add approx. 30 new parking spots at Rec Center. P&Z application will be filed soon.



- Initial estimates have been shared with ECDC Ballard Park improvements (gazebo, stage, lighting and town clock on Main St.).
- Membership rate increase will go into effect on December 1.
- Correspondence from the Playhouse will be discussed under new business.
- Cogran rec software expected to go live in the next week.
- Building Maintenance Supervisor position has been vacated and job will be posted this week.
- Attending CRPA next week and will report back at the December meeting.

**Marketing & Programs – Kathy Fassman**

- Family Fun Day: Estimate 250 people attended.
- Winter Brochure will reach households in early December.
- Targeted postcard mailer will be sent to new households in town featuring the wellness center upgrades.
- Priority registration for swim lessons will begin in early December as a way to retain our younger aquatics members.

**Asst. Director Parks – Bob Schneider**

- Fall field clean-ups continue in-between games.
- (6) new Cherry trees were planted last week close to the 9/11 memorial; 3 donated by various community members
- (3) new benches have been purchased by town residents and will be installed soon
- Ballard Park front wall work is complete; Gilbert Street wall work has begun.
- Martin Park/Great Pond will be drained because water levels are high with recent rainfall.
- Meadows have been mowed.
- Old fencing at Governor's Park was removed; New outfield fencing will be installed beginning next week.
- Playground surface repairs were completed at Ballard Park playground.
- Fields aerification is nearing completion.

**SUBCOMMITTEE REPORTS**

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

Covered under K. Fassman's report

**Aquatics & Programs – Barbara Dobbin**

B. Dobbin will schedule regular on-going meetings with P&R sector supervisors/managers to discuss programs.

**Budget & Policy – Phil Kearns**

First capital review took place, and there will be one additional meeting before voting takes place in December. Proposed budgets will be voted on in January.

**Buildings & Grounds (B&G) – Phil Kearns reported on behalf of David Shofi**

P. Kearns received correspondence from residents in close proximity of Martin Park, and will be sharing with the rest of the Commission.



**Special Services, Community Outreach and Customer Experience – Kim Hulber**

Working alongside B. Dobbin and K. Fassman to measure/assess programs to help build on the strategic plan.

**Strategic Planning and Annual Goals – Gina Carey (Kim & Pete)**

P. Kearns, G. Carey and D. DiPinto will meet to discuss strategic plan/goals for 2022.

**Old Business**

No old business to report.

**New Business**

D. DiPinto shared that the Ridgefield Playhouse is requesting (3) event dates in 2022; Will discuss with the B&G subcommittee before we go further.

With no further business, Gina Carey moved to adjourn the meeting at 7:29 pm. Seconded by Barbara Dobbin. Motion carried.

**Next meeting is scheduled for Tuesday, December 7, 2021 at 6:30 pm via Zoom.**