



**Town of Ridgefield Parks & Recreation Commission Meeting Minutes**  
**Tuesday, December 7, 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**

Pete Nichols made a motion to approve the agenda. Seconded by Barbara Dobbin. Motion carried 7-0.

**RECOGNITION OF GUESTS & SPEAKERS**

Guest: Karen Sulzinsky; No speakers in attendance

**APPROVAL OF MINUTES**

Motion made by Gina Carey to approve the November minutes. Seconded by Pete Nichols. Motion carried 7-0.

**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.
- Read email from a member of the public regarding Yanity Gym being too hot. B. Schneider agreed to check the temperature.

**Director's Report** – Dennis DiPinto

- Attended CRPA Annual Conference in November
- Reviewed Capital FY2023 Budget with the Budget & Policy subcommittee
- Annual assessment for the strategic plan will begin soon.
- Scheduling a meeting with the First Selectman to discuss Ridgefield Playhouse requests for 2022
- Reviewing applicants for Building Maintenance Supervisor and will schedule interviews with HR in the coming weeks
- Long term parking study work continues; P&Z has approved the special permit. CCA and Landscape Architect to provide an estimate by end of the month.
- BOE and Superintendent would like to review the fields agreement for FY2022 in January.
- Met with two members of the public regarding skate park improvement ideas. Will schedule time with the Buildings & Grounds subcommittee to review in January.



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

- Winter brochure was mailed out; Features the new fitness equipment and some new sports programs targeting younger families.
- Will be working more closely at the front desk to assist with the Cogran rec software launch. K. Fassman to observe, take notes and report key findings, and areas for improving customer service.

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

- Winter clean-up and prep is underway
- Fence on the Gilbert Street side of Ballard Park is near completion
- Governor Park baseball field fence is complete
- School playground repairs are in-progress
- Sturges Park flue repair also completed

#### **SUBCOMMITTEE REPORTS**

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

Covered under K. Fassman's report

##### **Aquatics & Programs – Barbara Dobbin**

K. Hulber and B. Dobbin met with department heads at the Rec Center to provide some updates that will align with strategic goals, including defining success measures and incorporating more community outreach.

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

D. DiPinto presented the FY2023 Capital budget to the Commission. Discussion was had.

Gina Carey made a motion to approve the FY2023 Capital budget as presented by the Budget & Policy subcommittee. Seconded by Pete Nichols. Motion carried 7-0.

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

- P&Z responded with an opinion on the request for a Cease & Desist of Pickleball at Martin Park.
- Subcommittee looking into options on how best to resolve with P&Z by the January 2022 Commission meeting.

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

Covered under B. Dobbin's report

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

G. Carey will continue to work with D. DiPinto on the annual plan. Next phase will be to create a template for the subcommittees to use for planning.

##### **Old Business**

No old business to report.



### **New Business**

2022 P&R Commission Meeting dates were reviewed.

David Shofi made a motion to approve the 2022 meeting dates. Seconded by Pete Nichols. Motion passed 7-0.

With no further business, Gina Carey moved to adjourn the meeting at 8:35 pm. Seconded by Pete Nichols. Motion passed 7-0.

**Next meeting is scheduled for Tuesday, January 11, 2022 at 6:30 pm via Zoom.**