



**UNAPPROVED**

Minutes of the  
Parks and Recreation Commission  
Meeting

June 13, 2017

In Attendance:

Phil Kearns, Chairman, Chairman  
Barbara Dobbin, Vice Chair  
Evie Bottali, Secretary,  
Kim Hulber  
David Shofi

Paul J. Roche, Director  
Robin Matthews, Asst. Dir.  
Bob Schneider, Asst. Dir.  
Eileen Cipolla, Acct.

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

Meeting called to order by Chairman at 7:33 p.m.

Recognition of Guests:

No guests.

Approval of Agenda:

The agenda as presented was approved.

Minutes:

Minutes as presented were approved.

Financial Status – Eileen Cipolla:

Ms. Cipolla reported that May numbers were below projected budget, but overall we are above year-to-date. Ms. Cipolla stated that Martin Park Beach revenue may be down slightly, but we are hoping that the June numbers will pick up due to better weather conditions. The department is still watching expenses carefully.

Chairman – Phil Kearns:

Mr. Kearns reviewed a letter he had sent to Mr. Marconi regarding the proposed plan for the repairs and renovation of the Parks and Recreation locker rooms. Commission discussed this upcoming renovation at length.

Director's Report- Paul Roche:

The Director has been working on the following:

- Mr. Roche reviewed plans for new carpeting in the Administrative Office and the Front Desk.
- Working with First Selectman on ADA projects.
- Mr. Roche updated Commission on the recent CHIRP summer concert decision.

Assistant Director-Recreation- Robin Matthews:

Robin Matthews reported on the following:

- Ms. Matthews reported that the summer program guide was mailed to residents this past week.
- Martin Park Beach is open weekends until June 21 when it opens all week.
- Ridgefield Triathlon, Duathlon and dance recital events were all a success.
- Summer Adventure Camp staff orientation has taken place and hiring is almost complete.



- RecTrac update is still posing challenges; however, the IT Department and RecTrac are working out the concerns.
- The intern, Alec Colon has been working on several projects which include photos of programs and writing press releases.
- The Aquatic Department is still in search WSI instructors and they mentioned that the Spray Bay had opened early due to the hot summer weather.

Assistant Director-Parks – Bob Schneider:

Bob Schneider reported on the following:

- Mr. Schneider reported that the first CHIRP concert was moved inside due to bad weather conditions.
- Planning for the Volunteer Fireman's Carnival coming up at the end of this month.
- Crews are busy setting up tents at the Recreation Center for the on start of summer camp.
- Youth sports are winding down, but summer camps will be starting within the next few weeks.
- Most of the high school spring sports are now finished.

Sub-Committee Reports:

Buildings & Grounds – David Thaxter

Nothing to report at this time.

Aquatics & Programs –David Thaxter:

In Mr. Thaxter's absence, Ms. Matthews reported:

- The department was able to offer additional swim lessons due to increased popularity.
- All staffing is covered at Martin Park Beach for the summer.
- There were five in-service training sessions at the beach.
- Spray Bay has been busy due to weather and the Coordinator and attendants have been hired. The Barracuda swim coach has also been hired.
- Recreation Center pool will be closed for annual maintenance in August. Members will be able to use Barlow Mountain.
- Barlow Mountain Pool continues to be used by Ridgefield Aquatics, Special Olympics and Bright Beginnings.

Discussion ensued regarding the food vendor at Martin Park Beach and incentives for camp participants to get some kind of discount to increase awareness of vendor at the beach.

Annual Goals & Marketing Plans- Evie Bottali:

No report at this time. Ms. Bottali will forward to Commission at a later date.

Budget & Policy-Phil Kearns:

No report at this time.

Special Services Issues – Barbara Dobbin:

Now that the Town's budget has passed, Ms. Dobbin reported that the sub-committee will be looking at the Five Year Plan projects to meet their responsibilities for the ADA guidelines.

Strategic Plan – Gina Carey

No report at this time.



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# RIDGEFIELD PARKS & RECREATION

## Old Business:

No business at this time.

## New Business

No new business at this time.

A motion to adjourn at 8:17 p.m. was made by David Shofi and seconded by Evie Bottali.

Minutes Approved: \_\_\_\_\_

Evie Bottali, Secretary