



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

PRESENT: P. Kearns, E. Bottali, D. Shofi, P. Nichols, G. Carey, B. Dobbin, D. DiPinto,
B. Schneider, K. Fassman

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 6:34 pm.

APPROVAL OF AGENDA

Gina Carey made a motion to approve the agenda. Seconded by Barbara Dobbin. Motion carried 6-0.

RECOGNITION OF GUEST

APPROVAL OF MINUTES

Motion made by Gina Carey to approve the February minutes. Seconded by David Shofi. Motion carried 6-0.

FINANCIAL UPDATE

In the absence of Ms. Cipolla, Gina Carey reported that the monthly financial report indicated that the department was ahead of or at budget for all areas with the exception of Barlow expenses.

BUSINESS UPDATES

Chairperson's Report – Phil Kearns

- Covered under Budget & Policy

Director's Report – Dennis DiPinto

- Attended monthly revenue meeting at Town Hall
- Closing the loop on the BOE Fields Agreement; Final agreement is out for signatures.
- Met with Gina and Amy to review the Annual Strategic Goals Assessment, which Gina will share more about in her report.
- Met with Joyce and some members of the RHS Special Education staff to discuss some employment opportunities in the Spray Bay this summer.
- A few personnel announcements: Our new Facilities & Program Operations Supervisor Brendan Carney starts on Monday, 3/21, and will be overseeing the Governor Park facilities. We've also had one internal



promotion from part-time to a full-time. Meghan Roche Member Services Supervisor for evenings and Sundays at the Rec Center.

- New small fitness equipment has been ordered for the Wellness Center
- Applied for a grant through the Ann Richardson Foundation to fund additional trees on the Rec Center trail.

Marketing & Programs – Kathy Fassman

- Memberships increased in February and March memberships numbers look good
- Swim lesson sales strong, priority given to existing swim lesson participants and members
- Postcard targeting young families will go out to the public in April
- Emailing and mailing renewal information to members/past members
- Free Trial promotion continues; Tracking the number of conversions from this promo

Asst. Director Parks – Bob Schneider

- Looking for a replacement control panel for the Spray Bay
- Surveillance cameras in the parks are being reprogrammed
- Skate Park ramp repairs will be complete before opening day
- Outdoor maintenance calendar for special town events has been updated
- New sign for Sky's the Limit playground has been ordered

SUBCOMMITTEE REPORTS

Marketing, Promotions & Membership – Evie Bottali

Covered under K. Fassman's report

Aquatics & Programs – 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 28th.

Buildings & Grounds (B&G) – David Shofi

- The subcommittee is awaiting additional information from Cody Williams regarding a proposal for some Skate Park improvement before presenting formally to the Commission.
- BOE Fields Usage Agreement has been final approved for language and will be sent to the BOE for signatures.
- As the subcommittee previously shared, P&R has agreed to two Ridgefield Playhouse concerts on Ciucoli Field in summer 2022.
- The subcommittee is waiting for confirmation from Planning & Zoning on what the specific



requirements are for a special permit so a final decision can be made whether or not to move ahead with the application. A survey is in the works and a meeting with the P&Z Commission Chair has been requested.

Strategic Planning & Annual Goals – Gina Carey

- Ms. Carey shared an outline for the P&R annual assessment process which will be shared with the team to populate key results from the past year for the April meeting.

Special Services, Community Outreach and Customer Experience – Kim Hulber

Nothing new to report.

Old Business

No old business to report.

With no further business, Gina Carey moved to adjourn the meeting at 7:53pm. Pete Nichols seconded the motion and the motion carried 6-0.

Next meeting is scheduled for Tuesday, April 19, 2022 at 6:30 pm via Zoom.