



UNAPPROVED  
Minutes of the  
Parks and Recreation Commission Meeting

November 19, 2019

In Attendance:

Phil Kearns, Chair  
Gina Carey  
David Shofi  
Evie Bottali  
Kim Hulber

Dennis DiPinto, Director  
Kathy Fassman, Marketing  
Eileen Cipolla, Accountant  
Bobby Schneider, Asst. Dir-Parks

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 7:31 p.m.

Recognition of Guests:

No guests to recognize.

Approval of Agenda

The agenda as presented was approved.

Minutes:

There were no changes to the minutes.

Financial Status – Eileen Cipolla

Ms. Cipolla reported that year-to-date revenue and expenses are on budget.

Chairperson's Report – Phil Kearns:

Mr. Kearns asked that the December Commission date be changed due to department activity conflict. The Commissioners agreed to set a new date for the monthly meeting, December 18<sup>th</sup> at 7:30 pm. The Administrative Assistant will follow up with those Commissioners absent from the meeting, and she will prepare the necessary notifications.

Director's Report- Dennis DiPinto



Mr. DiPinto reviewed current capital items/projects including timing/scope of bathroom repair, expansion of parking spaces, status of HVAC repair, funding family changing room, upcoming three-day pool closure for repairs.

Spray Bay repairs and the addition of new ellipticals, recumbent bikes and upper body exercise equipment in the Wellness Center.

The capital budget has been finalized.

Mr. DiPinto reported that a student from Western Connecticut University would be starting an internship beginning in January and ending in May.

Mr. DiPinto mentioned that he had attended an athletic conference on several educational opportunities.

Marketing & Programs- Kathy Fassman

Ms. Fassman reported that we are now offering Four for Free (yoga/cycle/TRX/row) for all-inclusive full payment members as a standard part of the All Inclusive memberships.

Genesis Torres, a Western Connecticut University basketball player will be a secret shopper this spring for feedback on classes, condition of equipment.

The new brochure for classes and activities will be distributed in December featuring "Four for Free" and the new equipment in the Wellness center.

A new offering, "Come and Play in the Gym" will be coordinated with the schools' half-day Thursdays. Bus transportation from school will be provided. Ms. Fassman mentioned that we are expecting to generate some revenue; however, it is seen mainly as a community service. Flag football is being explored for 2<sup>nd</sup> to 4<sup>th</sup> graders.

Assistant Director-Parks – Bob Schneider:

Mr. Schneider mentioned that the town clock (near Deborah Ann's) is in need of repair and that repairs will be expensive.

Mr. Schneider is working with the engineer on the handicap ramp from the parking area to the sidewalk at the Recreation Center.

Field requests for the spring will be held in March.

The department has been mowing the McKeon property but the Conservation Commission will pay this expense.

Mr. Schneider working on capital items for new budget.



Mr. Schneider mentioned that the Board of Selectmen are requesting information regarding fees generated from Tiger Hollow.

Sub-Committee Reports:

Aquatics & Programs – David Thaxter

In Mr. Thaxter's absence, the aquatic report will be reviewed at the next meeting.

Buildings & Grounds – David Thaxter:

Mr. Kearns said that he would follow up with Mr. Thaxter to cover current issues.

Annual Goals & Marketing Plans:

Ms. Bottali reported that October sales were somewhat lower versus year ago but that sales for the fiscal year were on target.

Budget & Policy – Phil Kearns

Mr. Kearns reported that the sub-committee reviewed status/issues relating to the parking lot, Spay Bay (new surface needed), Parks equipment needs.

Special Services & Community Outreach – Barbara Dobbin

No report, Ms. Dobbin not able to attend meeting.

Strategic Planning – Gina Carey

Ms. Cary stated that the sub-committee has completed the Strategic Plan and that copies of the Plan will be sent to all Commissioners for their review.

Old Business

Nothing at this time.

New Business

Discussion regarding changing the start time for the 2020 meeting was discussed.

With no further business, a motion to adjourn at 9:15pm was made by Gina Carey, seconded, and unanimously passed.

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

Evie Bottali, Secretary