

Town of Middlebury Parks and Recreation



Betty Proulx, APRP
Director

COMMISSIONERS
Ron Clark, Chairman
Ray Kasidas
Kelly Perrotti
Joan Reed
Jack Worgan

PARKS & RECREATION COMMISSION **Meeting Minutes** ***March 13, 2014***

MEMBERS PRESENT

Ron Clark
Ray Kasidas
Kelly Perrotti
Joan Reed (arrived 7:12 PM)

MEMBERS ABSENT

Jack Worgan

ALSO PRESENT

Director Betty Proulx
Selectman Ralph Barra
Jim Pelletier, Greenway Committee
Beverly Dassonville, Dog Park
Mary Lou Arnson, Dog Park
Andrew Vincent, Troop 5
Vincent Anelli, Middlebury Baseball

1. REGULAR MEETING

Chairman Clark called the regular meeting of the Middlebury Parks and Recreation Commission to order at 7:01 p.m.

2. APPROVE MINUTES

Motion: To approve the minutes from the January 9, 2014 meeting made by Commissioner Kasidas, seconded by Commissioner Perrotti - Unanimous Approval

3. PUBLIC COMMENT

Beverly Dassonville informed the Commission she did not win the Beneful Dream Dog Park contest and is still interested in building one for Middlebury residents. She has done research on funding and has looked at other parks in surrounding towns.

Andrew Vincent, representing Troop 5 Boy Scouts, spoke about the availability of the dog park being possible projects for scouts in the town.

Selectman Barra asked how much land is needed for the park with Mrs. Dassonville stating Southbury has 14 acres and she would need enough space for the dogs to run

and play. Commission Kasidas suggested she look at Cheshire's new dog park, recently built and looks to be one - two acres.

Chairman Clark suggested Mrs. Dassonville first apply for non-profit status, establishing a 501-3C and forming a committee. Commissioner Kasidas would be the liaison between the dog park committee and the Commission. Chairman Clark also re-iterated her need to identify possible locations for the dog park and securing the land for use.

Vincent Anelli, Middlebury Baseball Vice-President, requested clarification on the per person player fees for field use. He wanted to verify the \$5 per player fee is for use of fields other than Quassy. Commissioner Kasidas agreed with Mr. Anelli.

4. **GREENWAY REPORT**

Jim Pelletier provided the commission with a tri-fold brochure that includes a map of the the greenway. He would like to review the wording of the brochure with Director Proulx. Commissioner Kasidas suggested he add to the brochure information on how to make a tax deductible donation to the Middlebury Greenway and where to mail those funds.

5. **COMMITTEE REPORTS**

A. BUDGET REPORT – Commissioner Reed

Director Proulx presented Y-T-D financials for the operating budget. Currently, \$13,000 left in operating budget resulting in \$3700/month.

Director Proulx attended the Board of Finance on March 12th and requested she be allowed to speak at the next Board of Finance meeting. \$5000 was cut from her temporary salary account by the Board of Finance for 2014-15. Director Proulx is working with William Stowell, the department's liaison.

Motion: To accept the Budget Report as presented made by Commissioner Kasidas and seconded by Commissioner Reed - Unanimous Approval

B. PERSONNEL REPORT – Jack Worgan

NONE

C. BUILDING AND PARKS – Ray Kasidas

Pomperaug Pop Warner is trying to secure a grant for the turf field and needs a 10 year field use agreement to supply with their grant request. Director Proulx created a field use agreement that needs approval from the Commission and review by the Town Attorney.

Motion: To accept the field use agreement and forward to Town Attorney for approval made by Commissioner Reed and seconded by Commissioner Perrotti - Unanimous Approval

D. PUBLIC RELATIONS – Kelly Perrotti

NONE

6. **DIRECTORS REPORT – Betty Proulx**

- A. Director Proulx provided reporting on a survey conducted through Survey Monkey regarding the offering of an after camp program at Shepardson with bussing provided. 100 random previous Summer Playground families were requested to complete the survey and 40% responded. 70% responded in favor of offering a program after Summer Playground with bussing. Director Proulx will need at least 4 staff members and a supervisor daily from 2:00-5:00 PM at Shepardson. Crafts, games and a snack will be some of the offerings. A minimum of 20 registrants will be required for the program to be offered. Cost of the program with bussing would be \$130 per week.

Motion: To go forward with offering the Summer Club at Shepardson as presented made by Commissioner Kasidas, seconded by Commissioner Perrotti – Unanimous Approval

- B. Playground fees need to be increased due to a state increase in minimum wage. Director Proulx would like to increase the fees to \$190 for a 2 week session.

Motion: To discuss the increase of playground fees made by Commissioner Reed, seconded by Commissioner Perrotti – Unanimous Approval

Commissioner Kasidas felt the increase was too much and was unclear why such a large increase was needed. He would like to see Director Proulx re-work the financials and try to come up with a lower figure.

Motion: To accept an increase in Summer Playground fees of \$190 with the assumption Director Proulx will review the financials thereby offering a price lower than the suggested \$190 fee made by Commissioner Perrotti, seconded by Commissioner Reed – Unanimous Approval

- C. Pre-Teen Camp will also require a fee increase due to the state increase in minimum wage. Director Proulx would like to increase those fees to \$200 per week. Pre-Teen offers two field trips per week, cookout and bussing to the MRA.

Motion: To accept an increase in Pre-Teen Camp of \$200 with the assumption Director Proulx will review the financials thereby offering a price lower than the suggested \$200 fee made by Commissioner Perrotti, seconded by Commissioner Reed – Unanimous Approval

- D. Director Proulx, under recommendation from the Board of Finance needs to raise the MRA pass fees. She is suggesting increases for Seniors from \$20 to \$30 and the Volunteer Fireman from \$0 to \$25.

Motion: To accept the fees as presented made by Commissioner Reed, seconded by Commissioner Perrotti – Motion Rescinded by Commission Perrotti and Commissioner Reed

Commissioner Kasidas wishes to abstain from the vote because he is a volunteer fireman with Middlebury, Chairman Clark stated he feels the volunteer fireman fees for an MRA pass could be lower.

Motion: To increase the MRA Pass fees for Seniors from \$20 to \$30 made by Commissioner Perrotti, seconded by Commissioner Reed – Unanimous Approval

Commissioner Kasidas abstained from discussion on raising the fees for the Volunteer Fire Department MRA Pass due to his involvement with the Middlebury Volunteer Fire Department. Chairman Clark asked if there was a motion to raise the price of the MRA Pass for Volunteer Fireman. No motion was made to increase the price of the Middlebury Volunteer Fire Department MRA Pass therefore price will remain the same, \$0.

E. Chase Collegiate Crew team is using the MRA. Director Proulx has a copy of their insurance policy. The Chase Collegiate Rowing Crew has offered to make a \$1000 donation to the MRA Trust Fund for allowing them to use the area.

Motion: To accept a \$1000 donation from the Chase Collegiate Rowing Crew for their use of the MRA from March 24th to May 23rd, 2014 with the understanding the donated funds will be deposited into the MRA Trust Fund. It is also understood the crew will have a key for locking and unlocking the gate at the entrance to the MRA. Motion made by Commissioner Kasidas, seconded by Commissioner Perrotti – Unanimous Approval

F. Director Proulx was contacted by Attorney George Tzepos, who is offering a fundraising event at Town Tavern for Mark Lauretti's Governor Campaign. He has asked if donations could be accepted for the Turf Field Fund at this fundraising event in the event a donor chooses.

Motion: To accept donations for the Turf Field from donors attending the fundraiser for Mark Lauretti, Governor Campaign, pending Town Attorney approval made by Commissioner Kasidas, seconded by Commissioner Perrotti – Unanimous Approval

G. The Department truck has been out of service for 3 weeks. The fuel sensor has been taken off the truck. Two batteries have been drained due to the fuel sensor.

H. The Town of Middlebury is installing a firewall on all computers. Director Proulx is concerned it could cause issues with her on-line registration program Web Trac.

I. Director Proulx will be on vacation March 27th – April 3rd.

7. **OLD BUSINESS**

Chase Collegiate Rowing Crew discussed in Director's Report.

8. **NEW BUSINESS**

Beverly Dassonville spoke during Public Comment about her request to obtain a Dog Park in Middlebury.

9. **EXECUTIVE SESSION**

Motion: To go into Executive Session at 8:35 for the purpose of discussing personnel matters made by Commissioner Kasidas, seconded by Commissioner Reed – Unanimous Approval

Motion: To adjourn Executive Session at 9:00 with no action taken made by Commissioner Kasidas, seconded by Commissioner Reed – Unanimous Approval

10. **ADJOURNMENT**

Motion: To adjourn the regular meeting at 9:01PM made by Commissioner Kasidas, seconded by Commissioner Reed – Unanimous Approval

The next regular Commission meeting will be Thursday, April 10, 2014 at 7:00 p.m. at the Shepardson Community Center.

FILED SUBJECT TO APPROVAL

Respectfully submitted,

Amy Von Culin

cc: Commissioners
Director Betty Proulx
Town Clerk
Jim Pelletier
Selectman Ralph Barra
William Stowell