

PARKS AND RECREATION COMMISSION
OCTOBER 21, 2013

The regular monthly meeting of the Commission was held at Town Hall at 7:00 p.m. with the following in attendance:

Robert Ferrigno (Presiding)	Kevin Bellows
Nancy Walsh	Lee DeFusco
Nichilas Bragano	Vin Lipinski
Marie Petitti (7:16 p.m.)	Richard Moore

Also,
Recreation Director Mary Markham

Guests:
Ken Mayo, Principal, St. Joseph High School, 2320 Huntington Tpke. for Athletic Dept.
Gene Cellini, 55 Gatehouse Road, Trumbull Babe Ruth League President
Joseph Forren, 6 Scott Lane, Trumbull Babe Ruth League

Public Comments:

Principal Mayo, St. Joseph High School:

Presented St. Joseph High School Athletic Department request for use of facilities for the 2014 JV Baseball and Softball season as:

Madison Middle School Field for JV Baseball from 3:30 to 6:30 p.m.
4/9, 4/11, 4/16, 4/17, 4/23, 4/30, 5/9, 5/12, 5/16, 5/23

Unity Park for JV Softball from 3:30 to 6:00 p.m.
4/4, 4/7, 4/9, 4/14, 4/21, 4/28, 5/2, 5/5, 5/7, 5/14, 5/19, 5/21

Insurance Certificate is provided.

He indicated that they provide recreation access to their fields as well as in the building as needed and when available.

Recreation Director indicated we have had no problems. Reciprocation good inside and outside (pool use for fee).

Gene Cellini, Trumbull Pop Warner President, and Board Member Joe Forren:

Mr. Cellini apologized to the Commission for not attending one of our meetings prior to their season. They will abide by the policy going forward. He provided his leagues binder of required paperwork for use of facilities. He commented on review sheet of General Points of Interest for the 2013 Season. They have 7 teams and 4/5 cheer leading teams. Four games Sundays (9:00 a.m., 11:00 a.m., 1:00 p.m. and 3:00 p.m.) done by 5:00 p.m. and three games Saturdays. They no longer put younger players with the older players because of weight.

Football and Cheer Coach Clinics & meetings

- Mandated on-line courses as well as live clinics.

Medical

- Head Coaches CPR and Red Cross first aid certified.
- Due to contact nature of the sport, they have three/four athletic directors walk around the field to monitor the teams to be sure coaches are doing what they are trained to do.

Coordination with Town EMS system

- They train in Town CPR courses.
- Coordinate with EMS for games or scrimmage.
- EMS Trained coaches for practices.
- Coordinate with Soccer Groups. Utilized a new front-load schedule (8 games; four home/4 away). Home-games early in season completed prior to start of soccer season.

Fire Prevention Review – Passed.

Health Department Review/Concession Stand – In compliance.

Maintenance of fields & Structures

- Safe football and cheer environment
- Three porta-johns provided and shared.
- They provide a garbage dumpster.
- Clean after every game.
- Field stripes establish various practice areas around the facility to maintain safe practice environments and monitoring.
- All equipment returned to manufacturer and x-rayed and examined and reconditioned on an annual basis.
- Players, coaches and parents sign a Code of Conduct form and they monitor sheets of each participant.
- Every game player gets weighed-in and information recorded on report, photo of player, health record, etc. All get reviewed by Southern CT Board of Directors and get a medical stamp.
- Sunday afternoon season-end banquet: meal, recognition, trophies. Invite First Selectman, area high school coaches and NFL speakers.
- Call for coaches and board members at banquet. After that, have election.

Organization

- 100 percent volunteer (no one paid). Donations accepted at gates, no entrance fee.
- Concession stand as well as a Spirit Shop for town team apparel and boost community spirit at football and cheer events.

Upon question:

- They have insurance for players and coaches.
- Provided mats which are used at the Teen Center for cheer practice (cost \$7,000). Current year practice at a Fairfield gym.
- All medical, 501c3, financials, background checks in binder.

- They have re-sodded the field in the past, as well as spread grass seed and soil. (Soccer uses field as well.)
- Sprinklers (under control of BOE) have been down adding to the bad field condition. Field is maintained by Union employees.
- Cheerleaders and Football Teams one organization.
- No police for traffic control this season because games were played earlier than the soccer season.
- Provided 2013 budget sheet.
- Have 200/225 players including cheer leaders.
- Thirty-five team roster with six coaches.
- Season goes from 8/1 to 11/15. In Play-Offs now.
- They have two trailers on site holding equipment and property...scoreboard, sleds, etc.

Commissioner Lipinski expressed concern for the lack of respect for this Commission by not complying with the Field Use Policy, noting that in the packet of insurance certificates presented, all but one were dated July 11, 2013. The one holding the Town of Trumbull harmless was dated October 1st (but effective July 11, 2013) which created concern. (Mr. Cellini thought this to be the annual renewal date of that one certificate. Mr. Cellini to check and clarify the discrepancy.)

Chairman reiterated that we have a Policy in place with a protocol which all leagues follow. Commission needs Pop Warner to come in prior to its season to request facilities use. If necessary two meetings, one early in the season, May or June, and one in August with schedule and final information.

Chairman thanked Mr. Cellini and Mr. Forren for coming in to our meeting to clarify their use of facilities reiterating that it is very important for them to meet their obligation and thanked them for their work on behalf of the town's youth. In summary, going forward he said this Commission needs more details well in advance of their season on their financials (a detailed budget), 501c3 standing and insurance certificates holding Town of Trumbull harmless, list of Board of Directors, (Schedules and Players can be submitted at a second meeting).

MOTION by Mr. Lipinski, second by Mr. Moore, unanimously passed to close the guest portion of the agenda.

MOTION by Dr. Bellows, second by Mr. DeFusco, unanimously passed to approve the Minutes of the September 16, 2013 minutes as distributed.

Old Business:

Mr. Lipinski and Mr. Moore looked at the condition of the dog park and found it had been cleaned up following their announced volunteer clean-up day. There was a massive brush pile outside the fence for pick-up.

Chairman noted that when the Dog Park was established, the TDOG organization was to maintain the dog park. There is to be no burden on the taxpayers.

Recreation Director said she received a call this past week that there was a small green piece of fencing sticking out of the bottom of the Dog Park fence. Mr. Moore said he saw green mesh at the bottom of the fencing to cover irregularities between the ground and fence.

MOTION by Mr. Bragano, second by Mr. DeFusco, unanimously passed that the TDOG organization appear annually at a Park Commission meeting to present their Insurance Certificate, list of Board of Directors, Financials and Tax Information in compliance with the Facilities Use Policy.

Correspondence:

Chairman acknowledged receipt of letter from Kevin S. Malone, President, and Patrons of the Trumbull Nature and Arts Center encouraging a resolution from the Commission to the relocation of the Trumbull Nature and Arts Center to Old Mine Park and noted that the Commission is gathering information and the request is under consideration.

MOTION by Mr. Moore, second by Mrs. Petitti, unanimously passed to request a Town Attorney be present for an Executive Session so Commissioners can explore the options for use of a location in Old Mine Park from a legal standpoint.

Continued Field Use Discussion:

- This Commission and Department provides fields. As a basic requirement, we ask leagues to attend a Commission meeting to submit required information after which the Recreation Director schedules facilities so they can enjoy their activity.
- Attitude of this Commission need not be punitive in nature if facility users meet the requirements of the Facilities Use Policy.
- Our system has more and more activity and requests. Commission must be sure scheduling is done properly through the policy's use categories.
- We are responsible to the town and people using facilities.

MOTION to adjourn at 9:15 p.m. by Mr. Moore, second Mrs. Petitti, unanimously passed.

Respectfully submitted:

Joan E. Plouffe
Clerical Administrative Asst.

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