

PARKS AND RECREATION COMMISSION
MAY 9, 2016

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

Robert Ferrigno (Presiding)	Lee DeFusco
Kevin Bellows	Richard Moore
Michael Travisano	Vincent Lipinski
Kenneth Martin	Brian LeClerc

Also,
Stuart McCarthy, Parks and Recreation Director

Guest:
Scott Squires, 446 Irwin Street

Public Comments:

Scott Squires:

Stated he grew up in Trumbull, moved back a year and a half ago and started to walk the park trails. He noticed the available Trail Maps didn't seem very good; so, he was here to offer volunteer time toward getting better Trail Maps prepared. He is not a graphic designer but an engineer so accustomed to drawing but needs more information. He has begun with one on the Pequonnock Valley Trail with information taken from the on-line GIS Map.

It was noted that:

- Most trail maps from the past were completed as boy scout projects.
- There may be Trail Maps available in the Engineering Office.
- The past printed Trumbull Times Annual Pequonnock Valley Trail Walk map is fairly accurate.
- There are maps available On-Line - Pequonnock River Valley Trail Maps - Trumbull.
- Town has a GIS Survey available in the Engineering Office but pages need to be pieced and over-laid.
- Most parks have trails, some marked others not marked.

The Parks and Recreation Director will check with the Engineering Department to see what is available on file and get fairly accurate information posted in one place and more easily searchable on the Town web site. Prompt would be for those trails limited to residents of Trumbull or None-Resident permit. Pequonnock Valley Trail is open to non-residents.

The Director noted that in next year's budget we are requesting GIS Technology which could be used for a project such as tree maintenance, identifying fixtures, etc... We may be able to use some volunteer assistance for a project to identify trails...ie. physically visit trails, get the GIS coordinates and mark the trails on a map.

Chairman thanked Mr. Squires for attending and his offer to assist with trails identification and suggested he stay in contact with Director Stuart McCarthy in this regard.

MOTION by Brian LeClerc, second by Dr. Travisano, unanimously passed to close Public Comments portion of the Agenda.

MOTION by Attorney DeFusco, second by Dr. Bellows, unanimously passed to correct the March 14, 2016 minutes to change Stuart McCarthy's statement on the budget with reference to the Indian Ledge Playground and Beach Pool Renovations which should have been divided into two separate conversations and should be correctly stated as follows:

Stuart McCarthy stated that the budget was approved by the Board of Finance; under Capital Plan the playground request and turf field at THS were removed; however, Town Council reinstated the playground for Indian Ledge Park. This item will come to the Parks and Recreation Commission for review.

Additionally, the appropriation for the Beach Pool Renovations was approved. The project budget is \$350,000. and will be proceeding with the vendor awarded the bid.

MOTION by Dr. Bellows, second by Mr. Moore, and passed approving the April 11, 2016 Minutes, with Mr. Martin, Mr. Lipinski, and Atty. DeFusco abstaining as not in attendance.

Parks Committee Assignments:

Mr. Lipinski noted that Unity I infield has never looked better with great drainage and thick grass.

(Director noted that the Babe Ruth field opened several days later than planned because of last minute drainage related maintenance with all games accommodated at the THS Varsity Field; didn't miss any games. Christian Heritage moved to Madison for one game. He also noted that Board of Education did maintenance on both Madison and Jane Ryan fields.)

Director's Report on the Budget:

Current year budget, we are moving toward end of Fiscal Year in good shape.

Relative to next year's budget, approved as submitted to the Council without change. Adequate for program put together. Positive structural changes will be put in place.

New Business:

Mr. Lipinski noted that there are signs posted around town for Kenya Walk starting at Old Mine Park, June 3rd. He didn't remember the Parks and Recreation Commission approving this event. From site: Kenya Run, June 4, \$25 Adults, \$10 for children, Tee Shirt, Kids Zone Activities, DJ with Latin Dance Basics, Crossfit Training Sessions and more, all at Old Mine Park. Questions: Nicole Romano, Walk4Kenya@Gmail.com.

Director will check tomorrow to determine if a permit was taken.

He commented that Recreation has a policy on managing permits whereby they have a Staff meeting Monday mornings to review all permits. Group may have taken a park permit; the Permit Request is detailed, ie. nature of event, etc. If group didn't put down details, we wouldn't have them. If information omitted, it is cause to cancel the event as this scope of event would be sent to the Park Commission for approval.

Pool Project at Beach Pool

- Going relatively well as to how work is progressing and budget holding up. We are very close to original budget on that project. Concrete work much less than thought.
- One place not in good shape is the calendar for completion...the contractor has requested a three days extension. Plan was to turn over to us the Monday prior to Memorial Day, giving us just five days to get pool open for Memorial Day.
- Director notified the Commission that it is likely we will be opening Tashua Pool for Memorial Day Weekend rather than Beach Pool.
- We will accommodate a number of school picnics at the Beach Pool location with opening of the pool the middle of June.
- Historically Beach Pool opened first, then Tashua several weeks later.
- Change will be well publicized.

New Pool Concessionaire:

- Dominicus Kitchen, who have other food establishments in the area, they have experience with seasonal operations such as ours in Darien/Greenwich. They also have a full service restaurant.
- Our last contract expired, we talked about negotiating a renewal, the administration decided we required a new bid which was done. Only one qualifying bid submitted. Previous concessionaire put in bid too late.
- Began preparation work at Beach Pool concession over the weekend.
- Part of the contract is that they are to install a fire suppression system and grill at Tashua.
- Tashua improvements similar to last Beach Pool contract improvements. Rent free for next seven years and then rent just over \$2,000 annually. \$15,000/\$20,000 of equipment which the Town owns once installed.
- We will keep concessionaire updated as to pool openings.

Indian Ledge Playground request for proposal should be going out tomorrow. Walk through with providers planned for a week from this coming Wednesday, bid due in three weeks. Once we have decision, project begin to be determined so as not to have construction when water park is open. We've asked Matt Caron, previous Parks and Recreation Commissioner and now Town Councilman, to assist us with the review of the bid submissions and proposals.

Five year forecast changed schedule ...preparing again for the following year, in order to stay out of the budget cycle. He will forward to Commissioners.

- Includes two athletic turf projects:
 - One at THS soccer field (in last year, taken out). Noted he is meeting with Mark Deming for a conversation on best way to present to the town as field is on school property and request through parks. This field continues to review as a priority because of its lights.
 - Second is Indian Ledge Artificial Field carpet which is due for replacement; not in bad shape but deteriorating and needs to be replaced.
 - Funding available in a year or two.
- Structures in the parks...pavilions and restrooms. Last year, restrooms repairs were requested but did not receive consideration. We resubmitted with more detail...looking at adding metal roof replacements on some buildings as needed, flooring and electric (pay back on energy efficiency).

- Third, continue paving and drainage items for Indian Ledge, Twin Brooks and Unity. Those numbers have come out of the engineering dept. for drainage and paving.

Director noted that the in-house re-stabilization of the parking lot at Indian Ledge was hydro-seeded last week, they will be reinstalling the guard rail across the top of hill and then parking lot will be repaved. Saved a lot of money doing the stabilization project in house in the winter.

Staffing ...two retirement positions posted. Chief Ranger and Recreation Manager. Recreation Manager position will bring in two people, Program Supervisor and Business Office Manager giving us additional professional staff, adequate staffing in the office and in the programs. Candidates will be screened by Civil Service, and we will be given those names. Hope to have positions in place before the incumbents leave. Last days technically June 30th.

Town is holding a retirement dinner for retirees in June. Department will do something as well.

MOTION to adjourn at 7:45 p.m. by Dr. Bellows, second by Dr. Travisano, unanimously passed.

Respectfully submitted:

Joan E. Plouffe
Clerical Adm. Asst.

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MOTIONS

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