

PARKS AND RECREATION COMMISSION

Meeting of April 19, 2004
7:30 p.m.
North Branford Community Center

MINUTES

1) **CALL TO ORDER:**

The meeting was called to order by Vice-Chairman Ronald Bergmark at 7:40 p.m.

2) **MEMBERS PRESENT:** Ronald Bergmark, Randy Joiner, Victor Palma,
and Mary Caruso

Also present was Pam Gery, Director; Keith Manceri of North Branford Youth Football; and Manny Rodriguez and Bill Wollman, both of North Branford Soccer Club

MEMBERS ABSENT: Brian Lynch

3) **MINUTES OF PREVIOUS MEETING:**

Victor Palma made a Motion to approve the Minutes of the Meeting of March 15, 2004. Mary Caruso seconded the Motion. Randy Joiner abstained. Ronald Bergmark was in favor, and the Motion passed.

4) **TOWN SPORTS ORGANIZATIONS:**

Manny Rodriguez of the North Branford Soccer Club presented a four page document outlining the enrollment in their Club (including a breakdown of the compositions of the teams), the fields available to them for use, the "Issue" (insufficient number of fields large enough to support U14 and above, and no field available for the Men's League playing every Sunday at 10:00 a.m. per League rules), and his proposed "Solution" (move football to the Route 17 front field and remove fences from unused softball field; this action will also preserve Route 22 so that baseball and soccer can play on a field which will remain undamaged.) Pam Gery advised Mr. Rodriguez that Town Manager Karl Kilduff has verified with Superintendent of Schools

Dr. Robert Wolfe that the high school field will be available to the North Branford Soccer Club on Sunday mornings. Mr. Rodriguez disputed that, and said that he is certain that the high school teams use that field for practices on Sunday mornings. A lengthy discussion was held between the Committee members, Mr. Rodriguez, Mr. Wollman and Mr. Manceri regarding the lack of available fields and the Commission's decision regarding the temporary solution which was made at the last monthly meeting. At the end of the discussion, the members again reiterated to Mr. Rodriguez and Mr. Wollman that confirmation for permission for them to use the high school field on Sunday mornings was given by the Town Manager. Mr. Rodriguez was instructed to contact Coach Chris Webster to go through the application process for usage of the field.

Keith Manceri then advised the members that he has met with Public Works Director Fran Merola regarding the field on Route 22, and Mr. Merola will be putting down some additional sand to make the field drier, putting in fill, creating additional parking spaces, and placing "No Parking" signs on Route 22. Mr. Manceri and Mr. Merola are looking into leasing additional bleachers (portable). Ronald Bergmark cautioned, from a liability standpoint, that they need to be regulation approved bleachers. Mr. Manceri intends to place them at the slope of the hill. Mr. Rodriguez questioned the space available for the placement of these bleachers. Mr. Bergmark stated that there should be no disruption to the existing natural field.

Lastly, Mr. Rodriguez stated that the Soccer Club would like to erect a 8-10 foot high poured concrete wall at the field on Route 17 to play kickball. The Commission requested that he present his plan including dimensions, etc. to the Commission at its next meeting, and to include the coordination of suggested placement of this wall by Fran Merola.

5) **PARKS AND FIELDS:**

Pam Gery advised that \$250,000 was placed in the budget for field development and \$250,000 was placed in the budget for the next quarter as well. The "field development" is basically for field design. The budget will still need to pass at the upcoming Town Budget hearing.

6) **ANNUAL BUDGET PREPARATION:**

Pam Gery advised the members that the new part time van driver position that was requested has been passed, and the full time senior program coordinator position was passed. This program coordinator position will also entail fundraising activities, which fundraisers will help self-sustain the part time driver position. Ronald Bergmark questioned Ms. Gery if everything in the budget was passed, and she advised that it was. The 2005 budget has been approved by the Town Council; it now will need to be passed at the annual Town Budget Meeting.

7) **MONTHLY BUDGET PREPARATION AND REVIEW:**

Pam Gery distributed the Appropriation Summary for the time period 7/1/03-4/15/04 for the General Fund Parks and Recreation and Community Center (Dept. 4400), and the General Fund Senior Services (Dept. 4405). She stated that the printing and binding costs were increased

due to the program that she used at the prison system no longer being available. She reported that the Community Center took in \$51,000 in revenue to date, which well exceeded what was expected. The estimated operational costs for the Center is \$60,000 per year.

8) **PROGRAM REVIEW:**

Pam Gery reported that the location of Touch a Truck on June 6th was originally changed to NBIS, and the location change was printed in the Summer brochure. However, the school has since advised her that, in their error, they have another event taking place on that date and they cannot give her use of the grounds. She will now hold the event at Stanley T. Williams, where it has been held in the past.

Ms. Gery also advised that the summer concert series will begin at the end of June, the two teen summer programs are in line, as are the summer camps for 1-6. The Annual Baked Potato Fest will take place on August 14th, and the Eagle Scouts will be making a potato cooker so that we will not have to borrow the cooker from another town again. Regarding the Community Center, Ms. Gery plans to have a courtyard with picnic tables off of where the outside doors to the Game Room are. The Eagle Scouts plan to present a project to the Commission for some type of walkway or border.

Lastly, with regard to outside vendors selling at Town events, Ms. Gery reported that she has printed some revised general ordinances, and Victor Palma has presented her with the ordinance that the Town of North Haven uses which she will review. Ms. Gery had placed a telephone call to the Police Department in an effort to put a hold on any new permits being issued to vendors while this Commission is in the process of determining a policy or ordinance, but Michael Doody has not yet returned her call. She stated that Town Manager Karl Kilduff would like this Commission's submission. Ms. Gery will review the printed materials she is now in possession of, and meet with Mr. Kilduff to have this placed on the Town Council's Agenda.

9) **LAND ACQUISITION:**

There was nothing to report on under Land Acquisition.

10) **OTHER BUSINESS:**

Keith Manceri reported that the North Branford Youth Football has acquired a portable concession stand on wheels which has cooking facilities and electricity. He asked permission of this Commission for it to be parked on the field which they will be using for the season, and remove it when the season is over. The Commission members were in agreement that this will be allowable.

11) **PLANNING FOR NEXT MEETING'S AGENDA:**

The next regularly scheduled meeting will be held on May 17, 2004. "Annual Budget Preparation" will be removed from the Agenda.

12) **ADJOURNMENT:**

There being no further business, Randy Joiner made a Motion that the meeting be adjourned at 9:10 p.m. This Motion was seconded by Victor Palma. All were in favor, and the meeting adjourned.

Submitted By

Jeanette M. Marshall, Clerk