

PARKS AND RECREATION COMMISSION

Meeting of September 19, 2005
7:30 p.m.
North Branford Community Center

MINUTES

1) **CALL TO ORDER:**

The meeting was called to order by Brian Lynch at 7:35 p.m.

- 2) **MEMBERS PRESENT:** Victor Palma, Randy Joiner, Ronald Bergmark, Mary Caruso and Brian Lynch
Also present was Pam Gery, Director; and citizens David Barber and Pamela Barber of North Branford

MEMBERS ABSENT: None.

3) **MINUTES OF PREVIOUS MEETING:**

Ronald Bergmark made a Motion to approve the Minutes of the July 18, 2005 meeting. Randy Joiner seconded the Motion. Mary Caruso abstained. A role call vote was taken and the Motion passed.

4) **TOWN SPORTS ORGANIZATIONS:**

There were no representatives from Town sports organizations present.

5) **PARKS AND FIELDS:**

The Commission members discussed the draft of the Use of North Branford Town Recreational Facilities previously mailed to them. Ms. Gery reported that Town Manager Karl Kilduff has already reviewed the draft and made suggestions, and she reported those suggestions to the members. Multiple changes were discussed and will be made to the document, and Ms. Gery will put it in final form. Randy Joiner made a Motion to accept the updated Use of North Branford Town Recreational Facilities with its changes. Victor Palma seconded the Motion; all were in favor, and the Motion passed. Brian Lynch advised Ms. Gery to ask Town Manager Karl Kilduff if it now has to be approved by the Town Council. The members then discussed the

answers to the questions posed in the Memorandum to this Commission from Mr. Kilduff dated September 14, 2005 regarding the Complaint Made to the Town Council Over Recreation Vending Fees. Ms. Gery advised the members that the repair work at the tennis courts has begun. Ronald Bergmark asked Ms. Gery to determine why the player benches on the basketball court at Memorial Field were never put back. Ms. Gery stated that the “wish list” request letters will be sent to the sports organizations shortly. Lastly, Brian Lynch inquired whether the parks have been inspected for safety purposes. Ms. Gery reported that she and Public Works Director Fran Merola will visit the parks to assess the repair needs for budget purposes. Mr. Lynch and Ronald Bergmark advised her she should also inspect any school fields that are being repeatedly used by the Parks and Recreation Department programs, teams, etc. and inform Superintendent Bob Wolfe of any defects noted; and ask that his department make any necessary repairs.

6) **PROGRAM REVIEW:**

Pam Gery stated that 16,000 Fall Program Brochures were printed and inserted into The Sound. The publication date for the Totoket Times did not coincide with the timing of the mailing of the brochure. She is contemplated changing distribution back to individual mailings in the future. Flyers regarding all programs are now being sent home with the school children. Lastly, she reported that the second Weight Loss Challenge has now begun, with participation of ten teams of three people each.

7) **MONTHLY UPDATE OF NEW PROPERTY PROJECTS:**

Pam Gery stated that the DiLungo property could be on line in the Fall of 2006. The Commission members will have to decide on how to use that field. This discussion could take place in late Winter 2005 or early Spring 2006.

8) **OTHER BUSINESS:**

David and Pamela Barber of North Branford were in attendance to address their concerns over vendor rental space fees charged by the Parks and Recreation Department. Mr. Barber stated that he has previously attended a Town Council meeting and spoke at that meeting regarding his issue that the fee schedule is not in writing. He also feels that he is entitled to a Veterans Exemption for Town fees under state statute. The Commission members reviewed the documentation that he had provided, and Brian Lynch stated the language reads “licensing fee” which he reads as being different from a vendor “rental fee.” In addition, Mr. Barber requested a return of the fee that he has already paid for rental space at a previous concert; and he suggests all fees to all vendors previously charged be reimbursed to them because no written fee policy was in effect at that time. Lastly, he questioned how this Commission has the power to set fees, and Mr. Lynch responded that the Town Council has empowered the Commission to determine fees, as outlined in the document Mr. Barber provided to the members. A lengthy discussion was held regarding these issues, and it was agreed that Town Attorney John Gesmonde will be contacted to issue his legal opinion as to whether “licensing fees” is limited to strictly licensing fees, or if it does include all Town fees, such as vendor rental space. Mr. Barber advised that he will attend the next Town Council meeting and the next meeting of this Commission to follow through with these discussions.

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

The next regularly scheduled meeting is on October 17, 2005. The Agenda will remain the same.

10) **ADJOURNMENT:**

There being no further business, Ronald Bergmark made a Motion that the meeting be adjourned at 9:51 p.m. This Motion was seconded by Mary Caruso. All were in favor, and the meeting adjourned.

Submitted By

Jeanette M. Marshall, Clerk