

## **PARKS AND RECREATION COMMISSION**

Meeting of December 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 7:50 p.m.

- 2) **MEMBERS PRESENT:** Victor Palma, Ronald Bergmark, Mary Caruso and  
Brian Lynch  
Also present was Pam Gery, Director and  
Deputy Mayor Joanne Wentworth

**MEMBERS ABSENT:** Randy Joiner

3) **MINUTES OF PREVIOUS MEETING:**

Mary Caruso made a Motion to approve the Minutes of the October 17, 2005 meeting. Victor Palma seconded the Motion. Ronald Bergmark abstained. A role call vote was taken, all were in favor, and the Motion passed. Ronald Bergmark then made a Motion to approve the Minutes of the November 21, 2005 meeting. Mary Caruso seconded the Motion. Victor Palma abstained. A role call vote was taken, all were in favor, and the Motion passed.

4) **TOWN SPORTS ORGANIZATIONS:**

Pam Gery distributed copies of a letter from Harry Dulak from the North Branford Soccer Club dated December 2, 2005 outlining their "wish list." They would like the Commission to review the irrigation issue for the Route 17 fields. Previously, a water supply was being used from Big Gulph, but the Regional Water Authority then deemed that unacceptable. Deputy Mayor Joanne Wentworth will contact the Regional Water Authority to re-explore the irrigation and will report back to this Commission. The letter also requests that the brush on the north side of the field at North Farms Park be cleared. The members felt this is a reasonable request, and authorized Ms. Gery to write to Public Works Director Fran Merola to have the brush cleared out.

5) **PARKS AND FIELDS:**

Pam Gery reported that she attended a previous meeting of the Hazardous Waste and Recycling Committee at which the Committee members expressed their concerns of the lack of recycling containers at the Town's parks and fields. She distributed information received from the Committee regarding Clear Stream recycling containers. That Committee is requesting that a Starter Kit consisting of 5 container frames, 5 covers, 10 bags and 20 decals be purchased by the Parks and Recreation Department for use at the summer concerts and festivals. The members held a discussion and there was some question as to who would be responsible for removing the bags after an event so that the bottles and cans collected could be recycled. They also felt it would be best to have a sturdier structure used. The members instructed Ms. Gery to contact John's Refuse and ask them if they have receptacles available, and what the Town's current contract contains for having a separate truck pick up recyclables at the parks and fields. If there is no resolution from John's Refuse, this Commission will re-discuss the Clear Stream recycling container information for the recreation events held at Totoket Valley Park, and how those bags of bottles and cans will be recycled.

Ms. Gery then distributed a letter she received from citizen Shawn Redmond dated November 21, 2005 requesting that the Town provide a dog park. Ms. Gery has responded to the citizen's letter, and has also forwarded it to Town Manager Karl Kilduff for his review. Ms. Gery will determine if there are any dog parks in this area from which to get details from, such as costs involved, how much area is needed to qualify as a dog park, fencing, "pooper scooper" laws and disposal, and liability issues.

Lastly, Ms. Gery stated that she would like to see the Town provide a portable ice skating rink. Suggested places might be Totoket Valley (girl's softball field), or Wall Field. She feels they are available at a reasonable cost, and she could look into having it be donated by a business. Victor Palma cautioned that from his experience in North Haven, it is a high maintenance project, and it needs daily care. There is limited control over skating conditions due to fluctuating weather conditions. Ms. Gery will email other towns that provide the rinks for their lists of pros and cons.

6) **PROGRAM REVIEW:**

Pam Gery discussed the marketing of the Summer and Fall Programs brochure. They used to be mailed out to residents, but due to budget cuts, they were then sent out as inserts in the Totoket Times and The Sound. The response to the program offerings have been low, and she feels it is due to the way it is being circulated; that the insert is probably being lost. She proposes to ask the Town Council to increase the postage budget so that it can be mailed out directly again.

She also discussed the usage of credit cards as accepted payment for classes, bus trips, and fitness center memberships, and the ability to register for classes via the Town's website. There is currently a bid out for the re-vamping of the Town's website. Several surrounding towns offer this method of registering and payment, and she wants to remain in competition with the same market share of those towns that are using it. This will also relieve the community center receptionist from interruptions of "walk-ins" who register. The Commission will support her request for this to be put in the budget.

She stated that renewal memberships for the Fitness Center are picking up, and there is now additional equipment to accommodate more people (treadmills, elliptical machines, and stationary bikes).

Lastly, she reported that she is working with the Senior Center Program Coordinator on a policy handbook for the Senior Center. She would like policies clarified, such as listings for the days and times the vans run, the cost of lunches, etc. She will be obtaining information from other senior centers, will categorize it, and will bring a draft to the Commission at the January meeting for their review.

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

Pam Gery stated there was nothing to report on.

8) **PROPOSED SLATE FOR ELECTIONS OF OFFICERS AND DIRECTORS:**

This is tabled to the next meeting of January 23, 2006.

9) **APPROVAL OF 2006 SCHEDULE OF MEETINGS:**

The Schedule was approved and will be filed with the Town Clerk.

10) **OTHER BUSINESS:**

Pam Gery reported that she has checked on the needs of the parks and fields (fencing repair, etc.) and will be putting together a list of those needs. For budgeting purposes, she will be requesting a \$10,000 "slush fund" for the next budget to be able to draw from for those types of needs as they come up. With regard to the DiLungo property, she will obtain the status. She will contact Public Works Director Fran Merola to determine what the needs are, and what the financial costs are for field seeding.

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

The next regularly scheduled meeting is on January 23, 2006, late due to the Town holiday. "Approval of 2006 Schedule of Meetings" will be eliminated from the Agenda.

12) **ADJOURNMENT:**

There being no further business, Mary Caruso made a Motion that the meeting be adjourned at 9:20 p.m. This Motion was seconded by Victor Palma. All were in favor, and the meeting adjourned.

Submitted By

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Jeanette M. Marshall, Clerk