



# TOWN OF NORTH BRANFORD

1675 FOXON ROAD, P.O. BOX 287, NORTH BRANFORD, CONNECTICUT 06471

## PARKS AND RECREATION COMMISSION

Meeting of September 18, 2006  
7:30 p.m.  
North Branford Senior Center

### MINUTES

1) **CALL TO ORDER:**

The meeting was called to order by Randy Joiner at 7:34 p.m.

2) **MEMBERS PRESENT:** Ronald Bergmark, Randy Joiner, Marie Diamond, and Brian Lynch.

Also present was Pam Gery, Director, and Councilor Joanne Wentworth

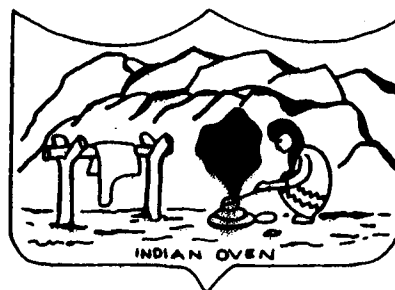
**MEMBERS ABSENT:** Victor Palma. Also absent was Michael Doody, Town Council Liaison

3) **MINUTES OF PREVIOUS MEETING:**

Due to a lack of voting quorum, the approval of the Minutes of the Meeting of June 19, 2006 will be tabled to the next monthly meeting. Ronald Bergmark made a motion to approve the Minutes of the Meeting of August 21, 2006. Randy Joiner seconded the motion. Brian Lynch abstained; all others were in favor, and the Motion was passed.

4) **TOWN SPORTS ORGANIZATIONS:**

A discussion was held regarding the general need for more fields due to heavy field usage. The Commission will invite the sports organizations and the public works director to the October 16<sup>th</sup> meeting. A decision has to be made as to what field will come off line. A further discussion was held regarding usage of the fields after or during a rain, and options such as a "squish test", the establishment of a hotline, or a public works employee already on call to visit the fields to make a determination of whether the field could be played on. A policy must be established.



The Commission further discussed that some of the sports programs (not Town programs) are comprised of a large number of out of town children. The chairman will request the rosters for these teams which would show residency. There is a thought that out of town children should have a higher fee than residential children, as is the way with most of the Town programs and recreational offerings.

Lastly, it was reported that the youth football league is charging \$1.00 per car for parking at Totoket Valley Park during their games. They may be referring to it as a "donation" rather than a "fee." Pam Gery will obtain more information on that, and determine if they can indeed charge cars to park at a Town park.

5) **PARKS AND FIELDS:**

Pam Gery stated that one tennis court is off line due to some bumps and some rocks coming up again. A second one will now be taken off line due to the same problem. Risk Manager Michelle Knockwood has spoken with a representative of Dalton's who has indicated that the repair work was done for the estimate that the Town chose to use. A second, higher, estimate had also been provided for more extensive work, but the Town did not choose that one. The repair work will need to be re-budgeted. Ms. Gery has signs to put up at the tennis courts.

Ms. Gery reported that she had received a telephone complaint about a Port-o-Potty, and then the Health Department received a telephone call. Subsequent to that, a discussion was held at a Town Council meeting. She assumes that perhaps this was all in the same one complaint from one person. Pam visited the parks and fields, and did determine that the Port-o-Potty at Totokey Valley Park was full on a Monday, when it was emptied and cleaned the previous Friday. At Memorial Park, the Port-o-Potty was not full, but it was dirty. She stated that that was not due to any fault of the Handy-House, the company maintaining the Port-o-Potties, but rather from the residents using them and not being clean. Brian Lynch suggested that since the one at Totoket Valley Park gets heavy usage, the Commission should look into getting an additional one for that park. Ms. Gery also stated that we could increase the cleanings to twice a week at a higher rate. In either event, however, that would not solve the problem of residents not being clean when using them.

Pam Gery then distributed a Memorandum from her to Public Works Director Fran Merola outlining her findings of an inspection of the parks and playgrounds, with notations on the results of the actions taken regarding the attention needed on those findings.

Lastly, Ms. Gery stated that this Commission must decide what field should be taken off line in the Spring 2007. It was not done this year. The input of Public Works Director Fran Merola will be requested.

6) **PROGRAM REVIEW:**

Pam Gery reported the following: The Fall/Winter 2006 Program Brochure has been mailed out and registrations have already begun to come in. The Senior Center Auction on September 16<sup>th</sup> raised over \$1,300. The annual Boo Bash is scheduled for October 28<sup>th</sup>. The Zion Church planted mums and black-eyed Susan flowers, and trimmed bushes at the Community Center for the United Way Day of Caring. She has been contacted by multiple groups to rent the Guertin Room and/or the Candelora Room at the Community Center. The current fee is \$30 per hour, but a smaller group has approached her who is unable to pay that high of a fee. The Commission discussed the rental policy, and it was decided that she should not deviate from the existing rental fee.

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

Pam Gery stated that she had nothing to report on. She will contact Town Manager Karl Kilduff for further information. Councilor Joanne Wentworth also stated that she would obtain information for the Commission.

8) **BUDGET REVIEW AND DISCUSSION**

Pam Gery informed the Commission that the extra \$10,000 that was in the '05-'06 Budget for the Community Center was used. The Community Center brought in \$72,000 in revenue, and the extra \$10,000 gave a total of \$82,000. The expenditures amounted to \$82,000. She stated that the Commission needs to look at the tennis and basketball court budgets for January. She was requested to contact Dalton's to get estimates on resurfacing all tennis courts and basketball courts, itemized individually, and as a package. Brian Lynch would like the Hyland Property put back on the budget.

9) **OTHER BUSINESS:**

The Memo from Town Manager Karl Kilduff outlining the changes in duties due to the Maintenance position's elimination was previously provided to the Commission members with the Minutes. There was no other business to report on.

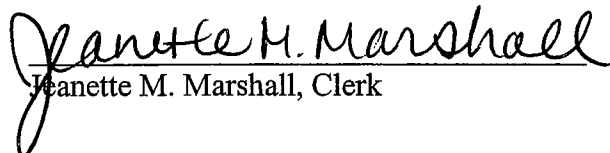
10) **PLANNING FOR NEXT MEETING'S AGENDA:**

The next regularly scheduled meeting is October 16, 2006. The Agenda will remain the same. The Town Sports Organizations will be invited to attend this meeting.

11) **ADJOURNMENT:**

There being no further business, Randy Joiner made a Motion that the meeting be adjourned at 8:45 p.m. This Motion was seconded by Brian Lynch. All were in favor, none opposed, and the meeting adjourned.

Submitted By

  
Jeanette M. Marshall, Clerk