

PARKS & RECREATION COMMISSION
Special Meeting
Wednesday, January 6, 2016

Minutes

A special meeting of the Parks & Recreation Commission was held on January 6, 2016 for the purpose of discussion and preparation of the budget for the coming fiscal year.

PRESENT: Meghan O'Connor, Patrick Morton, Bill Pullan, Gary Regan, Lou Valenti, Rachael McGrath, and Eileen Earle.

ABSENT: Laura Ferguson and Angelo Franzese.

CALL TO ORDER: Megan O'Connor called the meeting to order at 7:40 pm.

PUBLIC COMMENTS: None

BUDGET 2016-2017:

- Accounts 101, 102, 103, and 109 are all accounts for full time employees and changes are due to contracts.
- Account 105 – Part Time Salaries, increase due to the increased minimum wage on Jan. 1, 2016 to \$9.60 per hour.
- Account 106 – Neg. Salaries for full time employees, increase due to the request to hire two new maintainers.
- Account 107 – Overtime same as last year.
- Account 201 – Office Expense, decrease due to savings in the number of flyers printed as more people are going online for the info.
- Account 206 – Maintenance & Supplies, increase reflects the addition of Berry School fields to the fertilization schedule.
- Account 301 – Dues & Education, same as last year.
- Account 308 – Clothing Allowance, same as last year.
- Account 313 – Contracted Services, decrease due to volunteers helping to maintain the Library flower beds and islands. Also slight decrease in the cemetery contract.
- Account 315 – Park Maintenance & Repairs, increase due to additional repairs needed for the Meckauer Park basketball court, Rockwell School fence, and the Johnson school fence & backstop.
- Account 316 – Programs increase reflects the additional cost of the seasonal special events program.
- Income: Increase reflects the added Special Events Sponsors amount of \$3,000.

Pat Morton made a motion, seconded by Bill Pullan to accept and promote the 2016-2017 Budget as prepared by Eileen Earle to the Board of Finance in the amount of \$1,102,555. Vote, all in favor, motion unanimously approved.

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CAPITAL IMPROVEMENT PLAN & EQUIPMENT:

Capital Improvement Plan: Discussion followed on which projects the Parks and Recreation Commission would like to see completed. The following items were recommended to be completed this fiscal year:

- Turf Field: 1 million
- Meckauer Park Parking lot
- Lights, Freebairn men's field: \$230,000
- Needs Assessment/master plan
- Municipal Center locker rooms: \$1,500,000

It was recommended to replace the Score Board, Basketball hoops and Backboards at the Municipal Center Gym to 2017-2018. Added to the 2020-2021 plan was the playground replacement for Parloa and Meckauer Park.

Bill Pullan made a motion, seconded by Pat Morton to approve the Capital Improvement Plan 2016-2021 as written with the above recommendations. Vote, all in favor, motion unanimously approved.

Capital Equipment: Discussion followed on which equipment the Parks and Recreation Commission would like to acquire this fiscal year.

- Lowboy Pick-up: \$60,000
- Utility Vehicle: \$13,000

Pat Morton made a motion, seconded by Bill Pullan to approve the Capital Equipment 2016-2020 as written. Vote, all in favor, motion unanimously approved.

As there was no further business on tonight's agenda, Gary Regan made a motion, which was seconded by Bill Pullan to adjourn the meeting at 9:00 pm. Vote, all in favor, motion unanimously approved.

The next regular meeting will be held on Wednesday, January 27, 2016 at 7:30 p.m. in the Clifford J. Hurgin Municipal Center.

Respectfully submitted,



Janet Beote
Recording Secretary