

PARKS & RECREATION COMMISSION

Wednesday, November 16, 2016

Minutes

PRESENT: Meghan O'Connor, Pat Morton, Scott Perry, Gary Regan, Kevin Riley, Rachael McGrath, and Eileen Earle.

ABSENT: Keegan Shaw and Lou Valenti.

VISITOR: None

CALL TO ORDER: Meghan O'Connor called the meeting to order at 7:00 p.m.

APPROVAL OF MINUTES: Approval of the minutes for the Regular Meeting on **October 26, 2016** was accepted on a motion by Kevin Riley, seconded by Pat Morton, and then approved by all members present.

PUBLIC COMMENTS: None

ACCOUNTS PAYABLE, PAYROLL AND INCOME: The Expenditures Report and the Cash Balance Report were reviewed by all present. The Expenditures Reports is where it should be for this time of the year. The Cash Balance Report is expected to show an increase over this same time last year as we still have two more weeks in November to collect for the basketball and winter registrations. The report also shows a large increase in the use of credit cards.

On a motion by Gary Regan and seconded by Scott Perry, the Expenditures Report and the Cash Balance Report were accepted and unanimously approved by all members present.

CORRESPONDENCE: None

PROGRAM REPORT:

- Registrations for winter programs started November 9th and are going well.
- The Intown Basketball draft was November 12th and players will be contacted before November 28th regarding team placement. The season will start on Saturday, December 3rd and will run through the end of February 2017.

DIRECTOR'S REPORT:

- The RFP Bids for the repairs and improvement to the downtown sidewalks on Greenwood Ave. were sent out again with a December 6th deadline for submittals.
- The new heating and cooling system for the General Purpose Room and Stage will be done this week and tested on Monday.
- The maintenance staff finished picking up all the leaves and will be preparing the downtown roping and lights in preparation for the Tree Lighting event on P.T. Barnum Square, November 25th.
- Claudia Fortunato, Director of Pro Access is doing a great job with the teen center offering a variety of activities, trips and opportunities for students to perform service hours. The center is open Wednesday, from 2:30-6:00 pm, Thursday from 7:00-9:00pm and Fridays from 6:00-10:00 pm.
- The new basketball hoops for Meckauer Park have been received.
- The Afterschool Care Program has good enrollment with 25-30 students attending regularly each day. The staff schedules are now being prepared by the staff person in charge at each school. Parents are paying monthly and the income will be compared with the expenses to run the program.

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RECREATION CAPITAL PROJECT/TURF FIELD: A motion was made by Kevin Riley to add to the Agenda the 2017-2022 Capital Improvement Plan and Capital Equipment to be review and voted on, seconded by Pat Morton then approved by all members present.

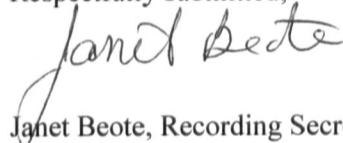
- After some discussion a decision was made regarding which items to be placed in the five year plan. Also included in the Capital Improvement Plan are items we would like to place in a Bond package. On a motion by Pat Morton, seconded by Kevin Riley, the 2017-2022 Capital Improvement Plan as amended was unanimously approved by all members present.
- The commission then discussed the Capital Equipment items regarding replacing some older equipment such as a 2004 truck with a landscape dump truck, replacing older mowers and adding a sand pro. Kevin Riley made a motion, seconded by Scott Perry to approve the Capital Equipment 2017-2022 as amended was unanimously approved by all members present.

PUBLIC BUILDING AND SITE/MUNICIPAL CENTER LOCKER ROOM: The Director will attend the Public Building and Site Committee Meeting on November 17th to review the plans for the Municipal Center Locker room remodeling project. The architect we will have updated drawings which will include the remodel of the front hall including the hall bathrooms. The locker room asbestos abatement will be completed over the Christmas break when we do not offer programs.

As there was no further business on tonight's agenda, Gary Regan made a motion which was seconded by Pat Morton to adjourn the meeting at 8:10 p.m. Vote, all in favor, motion unanimously approved.

The next Regular Parks and Recreation Commission meeting scheduled for **Wednesday, December 21, 2016 at 7:00 p.m.** will be cancelled. A Special Commission meeting will be scheduled for January 4, 2017.

Respectfully submitted,



Janet Beote, Recording Secretary

Capital Equipment 2017-2022

2017-2018

Landscape Dump Truck: \$45,000
Multi Function Utility vehicle: \$22,000
Groundmaster mower \$62,772

2018-2019

Snowplow \$8,000
Walk Behind mower \$6,000
Xmark mower \$13,000

2019-2020

Snow Blower: \$2,500.00
Pick-up truck \$35,000
Sandpro \$30,000

2020-2021

Pick-up Truck: \$35,000
Xmark mower \$13,000

Capital Improvement Plan 2017 - 2022

2017-2018

Needs Assessment/Master Plan \$50,000

Bennett Parking Lot \$71,485

Meckauer Park:

- Parking lot \$113,048
- Remodel Bathrooms \$25,000
- Fencing \$22,500
- Disc Golf \$4,000

Replace irrigation at Men's Softball Field: \$10,000

Paving Rourke/Soccer Field \$75,000

2018-2019

Water Park Installation: \$200,000

Replacement of the score board, Basketball hoops and back boards in the Municipal Center Gym.

Replacement of the playground equipment at Parloa \$156,145

Meckauer Park: \$51,000

Bennett Bathrooms \$25,000

2019-2020

Tennis Courts: \$60,000

Track Resurface \$100,000

Lights Men's Field \$230,000

2020-2021

Kowalski Property: Survey & Plan \$40,000

Lights at Johnson: \$230,000

Pool/Community Center (committee)

Turf Field \$1,000,000

2021-2022

Downtown Light Post Painting \$20,000

Development of Kowalski Property: \$730,000