

PARKS AND RECREATION COMMISSION  
203-484-6017

FAX: 203-488-5778  
www.nbparkrec.com

# TOWN OF NORTH BRANFORD

Town Hall, 909 FOXON ROAD, NORTH BRANFORD, CONECTICUT 06471-1290  
TOWN MANAGER 203-484-6000 FAX 203-484-6025

The Parks and Recreation Commission  
STW Community Center  
1332 Middletown Avenue, Northford, Ct. 06472  
Thursday, February 16, 2017 - 6:00 PM

## Special Meeting

### Minutes

Present: Chairman Brian Lynch, Victor Palma and Steve Torino

Absent: Michelle Provencher

Also Present: Director Lauren Munro

Approval of Minutes of January 24, 2017 - Special Meeting: Accepted on the Motion by Steve Torino, second by Victor Palma

The meeting was called to order by Chairman Brian Lynch at 6:00 pm

### Budget Recommendations - Discussion and Action

Lauren presented a Capital Projects sheet and Annual Budget sheet for 2017-18. She said she has increases in Equipment Rental, due to the need for a handicap/additional portable toilets for Totoket Valley Park and Northford Park and adding Wall Field and Custodial Services.

She had items under Capital Projects with the various properties and fields listed by name and needs; however though they were discussed according to this list, Brian suggested that the Budget Requests might be submitted by listing the projects by priority for each property since some of them might be completed as Eagle Scout or Rotary Club volunteers and by Public Works. Going over the list Loren explained that some of the expenses were due to State mandate such as background checks when hiring new personal dealing with children and East Shore Health concerning a hand washing sink in conjunction with kitchen work. Many of the expenses are standard and remain the same as the previous budget. The telephone expense includes the cost of cable to serve the exercise equipment and also the Senior Center room.

One project concerned the implementing of a concrete pad and fencing for the portalets like the ones at Memorial Park she felt should be installed at each property, as she has discussed with Fran Merola at Public Works. Brian advised her to put items according to Priority, since the pads could be done by the Town. After discussing each Capital item listed under each property, the Priority List was decided as follows:

(1) - Repairing the Basketball Courts at Northford Park as number one because they are in extremely poor condition and have been in need of repair for safety reasons for several years. (\$178,000)

(2) - Converting the courts at TVP to multi-use for basketball, tennis, pickle ball and any other use intended to fill any and all areas of recreation . It can be painted to allow for each sport to be played. The fence is already installed so is wasted space as is. \$162,000.

(3) - Playground equipment at Wall Field for this year

(4) - The Pavilion at Stanley T. Williams Community and Senior Center

Brian mentioned that the bridge at North Farms hiking trail might be a nice project to recommend to an Eagle Scout when the opportunity arises. The status of the Dog Park was explained that due to the overage of cost in fencing, there isn't much money.

The item for Commission Secretary was questioned as to if it was in line with other Commissions when it was not, Brian suggested that it should be increased to \$100 per meeting and made the motion for Lauren to recommend it, with a second by Steve Torino and accepted. The Reception Desk at \$10.10 was recommended to be increased to \$11.00 and due to the additional requirements for a van driver, it was recommended that Lauren request an increase to \$15.00.

There was also discussion concerning the Stage and Clamshell needed at the Augur Property which could be used for entertainment, especially at the Potato and Corn Festival, but this was considered for the first priority for 2018-19.

On a motion by Steve Torino, seconded by Victor Palma the Amended Budget and Priority list were accepted.

Public Comments: None

Adjournment was at 7:05 on the motion by Steve Torino, second by Victor Palma

Respectfully Submitted,

Mary Leigh Bianchi  
Clerk