

MINUTES

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TOWN CLERK'S OFFICE  
CROMWELL, CONN.

Cromwell Recreation Commission  
Regular Meeting  
February 5, 2015

Jean Chelune  
TOWN CLERK

**Present:** Commissioners Brenda Zeilor, Phil Gregory, Mark Carroll, Paul Cordone, John Schmaltz, Daniel Brisson, and Recreation Director Susan Schein.

**Absent:** Commissioners, Tony Amenta, Dick Nobile, William Konopka, Shelby Jones-Recreation Supervisor, Shirley Banic-T/C Liaison, and Al Waters-T/C Liaison.

**Others Present:** None

Meeting called to order at 7:00 P.M. by Chairman Brenda Zeilor

**Approve/Amend Agenda:** Motion was made by Mr. Carroll to approve the agenda as presented. Motion seconded by Mr. Gregory. Motion passed unanimously.

**Approval of Minutes:**

**January 8, 2015 Regular Meeting:** Motion made by Mr. Gregory to approve the minutes of the Recreation Commission's January 8, 2015 Regular Meeting. Motion seconded by Mr. Schmaltz. Motion passed with Mrs. Zeilor abstaining.

**Citizens Comments:**

None

**Councilmen's Comments:**

None

**Correspondence:**

None

### **Program Report**

Director Schein advised Commission Members that the basketball program is half over. The program has been running fairly well with the exception of an incident this week when a player tripped on her own accord and fractured her hand. Director Schein has been in touch with the parent and the player is doing well. Due to the recent weather only one Saturday had to be cancelled and games rescheduled. Other than that the weather has only affected practices falling mainly on Mondays.

Other programs are well except for number issues with the Fitness and Zumba programs. Numbers are down and unless additional sign ups are received programs may need to be cancelled. The instructor's fees are based on a minimum number of participants and without that number fees collected are not sufficient to cover the cost of the instructor.

The program that is most popular is the "Lego" program. All sessions fill quickly and demand is high. The "Lego" program is held at the Edna C. Stevens and Woodside Schools.

Staff is presently working on Spring and Summer Programs. Letters will be going out to prior staff for summer jobs. Building Use Forms for Summer Programs have already been submitted.

### **Committee Report:**

None

### **New Business:**

Budget 2015/2016: Director Schein advised commission members that she met with the Town Manager and the Finance Director on the Recreation Budget for Fiscal Year 2015/2016. No changes were made to the submitted budget.

Discussion at meeting was held regarding the Revolving Account, which is doing very well to date. In fact, presently it is running a balance. The proposed budget includes \$30,000 to fund the Revolving Account. However, this number may be lowered due to the present unexpected balance. Director Schein advised both the Town Manager and Finance Director that the account needs to have some balance in case a program runs short and/or a scholarship is needed to allow participants with financial hardships to participate. Therefore, she asked that should the funding from the Town not be lowered this year in the event next year is not as efficient as this one.

Other than the possibility of the Revolving Account to be lowered, all proposed figures submitted by the Recreation Department for the 2015/2016 will go to the Town Council with the recommendation by the Town Manager.

**New Business (continued):**

Budget 2015/2016 (continued):

Most fees will remain the same as this year's budget except for Summer Playground which will be going up \$5.00 resulting in a fee of \$90.00/week (\$18.00/day). The fee for before and after camp will remain the same.

The other fee that may see an increase is the basketball program. This would be due to the contractual increase in salaries of Board of Education custodians at the schools.

The present 2014/2015 budget is right on track.

**Old Business:**

Splashpad: Director Schein advised Commission Members that she met with the designer. The splash pad design is a Vortex Type Splashpad intended for the Pierson Park site. The proposed location is behind the swing area placing it parallel to the walkway staying away from the creek. By the creek/bridge area there can be benches placed for a sitting area. Future expansion is possible in this area of Pierson Park.

The only obstacle is a tire swing stand, which can be easily moved.

Designs for both sites will go to the Town Council on next Wednesday, February 11, 2015 to be voted on. Upon approval of Pierson Park as the site for the splashpad Director Schein will meet with the contractor to obtain pricing for the water and electrical services. With assistance from Town crews in digging of ditches, etc. cost for these services can be minimized. Appropriation for the splashpad is \$100,000. The design should run approximately \$50,000 leaving the balance for all other expenses.

Director Schein advised the Commission that State Bids for splashpads have been done away with in Connecticut. However, many towns are utilizing the state bid from Massachusetts. Once the time comes, Director Schein will look into and review Massachusetts state bids for splashpads.

Discussion held at which time the Recreation Commission reiterated that the Pierson Park site is their preference/first choice for placement of the splashpad.

**Old Business (continued):**

Field Use Fees Discussion: Director Schein provided the updated Field Maintenance Fee to Commission Members. The only difference in the policy is minor changes in language. The language changes do not affect any of the Cromwell Youth Teams or Legion field use.

The only time Legion may have to pay is if they do not meet the 67% Cromwell Resident participation at which time only those non-residents would pay the designated fee.

Fees are based on teams, not organization/group. Impacted by this policy will be Men and Women's (adult) leagues/non-town residents.

Director Schein has not met with any organizations and/or groups to date. Once the Town Council approves the Field Maintenance Fee policy Director Schein will set up meetings with everyone to explain the policy. The policy will be going before the Town Council this Wednesday, February 11, 2015 to be voted on.

The purpose of the fees is to assist in the cost of maintaining fields. With the extensive use of the fields and material needed supplemental funding is needed in order to keep them in proper condition.

The only concern the Town Manager had was in the fee structure. Director Schein explained to him that there is a formula that has been worked out and that fees will be distributed fairly amongst those effected.

Discussion held.

**Commissioners Comments:**

Discussion held regarding the status of Snow Park and the possibility of getting a complete feasibility study done on all town field facilities as done recently by Middletown.

At the request of the Commission Director Schein will request a Park and Recreation Field Feasibility Study in the department's Capital Non-Reoccurring request for Fiscal Year 2016/2017. Amount to be determined.

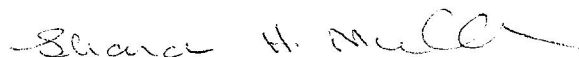
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Recreation Commission  
February 5, 2015-Regular Meeting

**Adjournment:**

Mr. Cordone made the motion to adjourn the regular meeting of the Recreation Commission. Motion seconded by Mr. Brisson. Motion passed unanimously. Meeting adjourned at 7:45 P.M.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Sharon H. Muller", followed by a long horizontal flourish.

Sharon H. Muller  
Clerk