



UNAPPROVED
Minutes of the
Parks and Recreation Commission Meeting

October 22, 2019

In Attendance:

Phil Kearns, Chair
Barbara Dobbin, Vice Chair
Gina Carey
David Thaxter
Evie Bottali

Dennis DiPinto, Director
Kathy Fassman, Marketing
Bobby Schneider, Asst. Dir-Parks
Jane Byrnes, Secty.

These minutes are a general summary of the meeting and are not intended to be a verbatim transcription.

Meeting called to order by Chair at 7:35 p.m.

Recognition of Guests:

No guests to recognize.

Approval of Agenda

The agenda as presented was approved.

Minutes:

Ms. Bottali made a correction to the September minutes; first page date; should read; "September 17, 2019".

The minutes as amended were approved.

Financial Status – Phil Kearns

In Ms. Cipolla's absence, Mr. Kearns reported that year-to-date revenue and expenses are on budget.

The department will be working on the 2020-2021 capital budget in the upcoming weeks.

The Commission mentioned that the dance program seems to be picking up participants. The department will continue to follow the program revenue.

Chairperson's Report – Phil Kearns:

The Chairperson's report will be covered under the Director's and Budget and Policy sections.

Director's Report- Dennis DiPinto

Building/Grounds



- Met with Barbara Manners for the wrap up meeting for this season's CHIRP concerts
- Working with staff and Town on the family changing room renovation
- Had several meetings to discuss the Spray Bay flooring options
- Tennis court surfacing almost complete waiting for better weather
- Met with Rudy Marconi and Phil Kearns regarding the campus parking expansion
- Met with Grace Weber, Director Founders Hall regarding bocce court shade areas

Financial

- Meeting with staff regarding next capital budget
- Attended Revenue meetings at Town Hall
- Working on family changing room budget

Community

- Spoke at both the Men's Club and Women's League of Voters meetings, the discussion included Parks & Recreation's responsibilities and community outreach activities
- Working with staff on two upcoming community events
- Working on additional drone footage of Ballard Park, Martin Park Beach-will go back to beach in summer, will add Governor Park after tennis court lining is complete
- Met with Westcon regarding intern for the spring
- Met with Post Grad party regarding next spring's event
- Met with Laurie Fernandez, Town Human Resources Director, regarding Ballard Park events and parking authority

Staffing-Programs

- Met with Social Services regarding camp scholarships, department will continue working with Social Services to assist with fundraising efforts
- Met with staff on interviews for front desk position

Mr. Kearns questioned if there had been any further correspondence with the Compassion Project regarding signage at Town fields and parks. Mr. DiPinto stated that he had not heard anything to date.

Marketing & Programs- Kathy Fassman

Ms. Fassman reported that we are now offering free yoga/cycle/TRX/row for all-inclusive full payment members. It will no longer be offered as a promotion. Ms. Fassman explained the reasoning behind the decision.

We have been doing some out reach events, which include Halloween Window Painting, Halloween Howl, and the Election Day free event. Ms. Fassman mentioned that the Rec Center windows were painted as well and they look great.

Mr. Kearns asked if the Family Facetime was still popular. Ms. Fassman mentioned that the number of participants has increased this year with an average of 40-50+ families.



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Ms. Fassman mentioned that the programming staff had met with Mr. DiPinto to review several of the programs, which may be slightly down in registrations. They are planning to meet with the instructors to discuss their future program strategies.

We offered some new STEM programs, which were well attended; however, some did not have any interest. There was a discussion regarding offering Saturday programs, however these programs are not doing as well as expected. We will continue to promote and follow up on the Saturday programs for the fall.

We have collaborated with a local riding academy to offer horseback riding classes, similar to our skiing partnership with Thunder Ridge.

The Commission had some questions regarding revenue, insurance and liability responsibilities.

The winter brochure will be going out in early December with a focus on fitness.

Assistant Director-Parks – Bob Schneider:

Mr. Schneider mentioned that work had begun on the fencing on Lake Windwing. A few questions regarding the trail around the lake were asked.

The fencing at Branchville School is finished.

The SCOR tournament was held on Columbus Day weekend and it went very well with no issues.

The Town's Fountain is currently being winterized.

The crews will begin the drainage of Martin Park Beach.

Mr. Schneider met with engineer regarding the ADA ramp at the Rec Center.

Brief discussion regarding the new items to be added to the ADA plan.

Mr. Schneider working on capital items for new budget.

Sub-Committee Reports:

Aquatics & Programs – David Thaxter

Mr. Thaxter reported that he had been asked to clarify his comments regarding the status of Ridgefield Aquatic Club (RAC) and the Barlow Mountain Pool. Mr. Thaxter summarized for the Commission RAC's request.

Mr. DiPinto mentioned that both contracts for the Barlow Pool had been signed and the maintenance department will be working on updates and repairs in the near future.

A meeting is set for next week to discuss the Pickleball Leadership Advisory Committee.

Mr. Thaxter gave the Commission a copy of Ms. Dynia's detailed summary on the aquatic summer wrap-up. Mr. Thaxter asked the Commission to review and ask any questions at the next Commission meeting.

Ms. Fassman mentioned that the Wobble Wipe Out would be moved to the beach for next summer.

Buildings & Grounds – David Thaxter:

Mr. Thaxter reported that he would be in touch with Ms. Byrnes to set up a meeting to review the Athletic Fields Maintenance Agreement, which comes due next summer.



Annual Goals & Marketing Plans:

Ms. Bottali will work with Ms. Fassman to better coordinate membership's sales and revenues to income reported by Finance.

Budget & Policy – Phil Kearns

Mr. Kearns reported that the sub-committee had its first go around on the capital budget at their recent results meeting.

Mr. Kearns also mentioned that he wanted to withdraw his suggestion for the sub-committee to discuss guidelines/policy for use of the building after hours, as he felt it was not needed. The Commission agreed.

Special Services & Community Outreach – Barbara Dobbin

Ms. Dobbin mentioned that the department is doing a great job with Community Outreach. Ms. Dobbin will update the ADA priority list in the spring when the weather is better.

Strategic Planning – Gina Carey

Ms. Cary stated that the sub-committee has completed a draft of the review of the Strategic Plan that was done last year. Ms. Carey stated that the Director has insured that last year's goals related to the plan have been addressed and that next year's new goals were put in everyone's plan for the upcoming year. Ms. Cary stated that the department really looked at the purpose behind each goal to determine whether they are still viable, make sense, and what the focus should be going forward.

Ms. Carey will review the plan once more before forwarding to each of the Commission member for final discussion at the November meeting.

Old Business

Nothing at this time.

New Business

Nothing at this time.

With no further business, a motion to adjourn at 8:35pm was made by Barbara Dobbin, seconded, and unanimously passed.

Minutes Approved: _____

Evie Bottali, Secretary