



**SHERMAN  
PARK AND RECREATION**  
Mallory Town Hall  
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**SHERMAN PARK AND RECREATION COMMISSION  
REGULAR MEETING MINUTES**

**April 8, 2013**

**Present:**

Fran Frattini – Chairman  
John Wrenn – Director  
Scott Berlinger  
Kris Fazzino  
William Butts  
Stan Greenbaum

**Absent:**

Karen Kellett

**Guests:**

Jo Sutter, Selectman Chris Jellen and First Selectman Clay Cope were present in the audience.

**Call to order:**

Chairman Frattini called the April 8, 2013 Park and Recreation Commission meeting to order at 7:44pm.

**Minutes:**

*A motion to approve the minutes of the March 11, 2013 Sherman Park and Recreation Commission Regular Meeting was made by Kris Fazzino. The motion was seconded by Stan Greenbaum and passed unanimously.*

Guest Jo Sutter was asked to speak first. Ms. Sutter submitted an application for use of the pavilion at the town park for June 6, 2013 from 6:00pm to 9:00pm for a year-end Girl Scout awards ceremony.

*A motion to accept the application and waive the fee for use of the pavilion was made by William Butts. The motion was seconded by Kris Fazzino and passed unanimously.*

Ms. Sutter also submitted an application for use of the town park (Allen's Camp section) and the pavilion for August 30, 2013 from 6:00pm to 9:00pm for Girl Scout registration and family night.

*A motion to accept the application for use of the park and pavilion and waive the pavilion fee was made by William Butts. The motion was seconded by Scott Berlinger and passed unanimously.*

### **Correspondence:**

John Wrenn had received a letter from the Commission on Aging inviting a representative of the Park and Recreation department to a session for community planning on Saturday, May 18 from 8:30am to 10:00am at the Sherman Senior Center. Breakfast will be served. Stan Greenbaum said that he would attend as the Park and Rec. representative.

John Wrenn stated that a new employment application was sent to him via email from the First Selectman's office. The one that was previously in use lacked a place for date of birth and since the positions require that the employees be over a certain age, it has been included on the revised employment applications. Also added to the revised employment application was a place to write in certifications, hobbies and club affiliations and the place for the date of application was included near the signature line.

### **Old Business:**

1. Fran Frattini began a discussion of the Park and Recreation website created by Samantha Butts. It was noted that Mrs. Butts offered to maintain the website as well as create and maintain a Facebook page for the department. Discussion followed. Clay Cope described the town's upgraded website, use of a Twitter account and ways in which the town wants to help promote Park and Recreation activities and events. Links to and from related organization's websites were discussed, as well as adding the location of the Park and Recreation office to all related websites. There was also discussion on ways to have an administrator monitor a website or Facebook page to protect the privacy of users and filter comments that may be posted. It was decided that having a monitor would not be feasible therefore the Facebook page would not permit comments.

2. The budget was discussed. Fran Frattini noted that in regards to capital improvements, it appeared that the Selectmen want Park and Recreation to move forward with the docks and boardwalk. Also noted was \$5,000 that was added to budget for repairs to the tennis courts. Clay Cope stated that he had gotten complaints about the courts and that he needed a firm estimate for the tennis court project. A discussion followed including: different options and costs for replacing and/or repairing the surface of the tennis courts; what if any part of the project could be done by the town crew; the quality of courts needed for simple recreational use; the possibility of relocating the tennis courts altogether due to stream that runs underneath the courts in their present location. John Wrenn suggested a process of taking up and discarding the rug, patching where necessary, using driveway sealer and then painting lines on that surface. Mr. Fazzino added that the use of a fabric under the blacktop may prevent the crack from returning year after year. Clay Cope said he would get in touch with the paving company used by the town, request an estimate and get back to the commission with information.

3. Fran Frattini brought up the next phase of the beach office repairs. She noted there was still some money left in current budget for repair to the windows. Ms. Frattini distributed 2 written quotes, one from Beatty Builders and one from Sherman Building designs. Both quotes were discussed and compared and were determined to be equivalent. The general consensus was that the tiebreaker was that Beatty Builders was a local Sherman company. Clay Cope noted that a purchase order would need to be submitted and that Bill Jenks would be inspecting the work at the beach office. Kris Fazzino said he would facilitate the purchase order process, as well as monitor the work at the beach office on behalf of the commission. Fran Frattini expressed a desire to have the work completed before the beach season begins. *Stan Greenbaum made a motion to accept the bid from Beatty Builders for the repairs to the beach office. Scott Berlinger seconded and the motion passed unanimously.*

4. John Wrenn described an estimate for repairs to the fences surrounding the basketball courts and tennis courts at Veterans Field, which included adjusting the gates. The estimate was for \$500.00 and the work could be completed in one day. There was a discussion including the possibility of putting this project on hold until the tennis courts were repaired. It was decided to proceed with the work on both basketball and tennis court fences.

5. Kris Fazzino began a discussion on work that needed to be done at Volunteer Field to clear tree limbs that were hanging over soccer playing area. It was decided that Mr. Fazzino would email Clay Cope with the details and copy Fran Frattini.

6. Kris Fazzino expressed his disappointment that a representative from the Senior Housing group had not formally approached the Park and Recreation Commission about the proposed housing project near Volunteer Field. Mr. Fazzino noted that the commission has concerns about safety issues, especially related to the proposed driveway access and its proximity to children's play areas. Clay Cope suggested a special meeting for this purpose. Mr. Cope will reach out to the Senior Housing group and get back to the commission.

7. The tree work being done at the town park was discussed, including ways to keep the public away from the work zone, the condition the park will be left in after the tree work is complete and when the work is expected to be completed.

8. Signs were discussed, including ones for "Community Garden", "Wear shoes on boardwalk", "Concert at Gazebo" and "Concert at Pavilion".

**New Business:**

There was a discussion about turning water on in the pavilion. Fran Frattini advised that she had advised Frank Spaziani that May 1 is day for water to be turned on and November 1 is day for water to be turned off. She noted that these should be the dates every year. The toilets at Veterans Field will be open on April 22.

**Director' Report:**

John Wrenn reported the following information:

1. SPARK had an average of 15 children daily in March and collected \$3,941. The numbers were climbing a little.

2. There were 48 children in the basketball program, which was run by adult volunteers. Brooke Parker and Samantha Moravsky were the only 2 paid staff members for basketball.

3. Thunder Ridge ski area has not gotten back to Mr. Wrenn yet with a wrap up of this past season.

4. The Egg Hunt at the town park on March 30 was a huge success and a good time was had by all.

5. 24 of the 31 kayak slips have been rented in one day. It was noted that for next year getting someone to hand out numbers to those applicants waiting in line would be a great help.

A discussion followed about the kayak racks, including adding more, changing the orientation of the current racks, different styles and locations for the kayak racks.

6. The activity in the Park and Recreation checkbook was reviewed, resulting in an ending balance as of 4/6/13 of \$3,861.93.

7. Mr. Wrenn has a conflict and cannot make the June 10, 2013 regular Park and Recreation commission meeting. The commission decided to move the meeting to June 3, 2013.

Clay Cope stated that he wants to be on the agenda for the May meeting to discuss a skateboard park. Fran Frattini noted that this issue could be covered under Old Business at the May meeting.

A brief discussion of skateboard park issues followed.

Stan Greenbaum made a motion to adjourn the April 8, 2013 Park and Recreation Regular Commission Meeting at 9:10pm. The motion was seconded by Kris Fazzino and passed unanimously.

Respectfully submitted,

Karen Kellett  
Park and Recreation Secretary

Mary Jo Dix  
Recording Secretary

**These minutes are not considered official until they have been approved at the next regularly scheduled meeting of the Park and Recreation Commission.**