

**SUFFIELD PARKS & RECREATION COMMISSION
MONTHLY MEETING
December 10, 2014**

The Suffield Parks & Recreation Commission held its regular meeting on Wednesday, December 10, 2014, at the Casinghino Residence, 136 Marbern Drive, Suffield, CT.

ATTENDANCE:Lou Casinghino, Chairman
.....Cindy Nicholson, Vice Chairman
.....Kerri Milne, Clerk
.....Leeayn Burke
.....Brian Casinghino
.....Gerry Crane
.....David Rusnock

ABSENT:Amy Egan
.....Bill Clark

ALSO IN ATTENDANCE:Wendy J. LaMontagne, Director

Lou called the meeting to order at 7:07 p.m.

PUBLIC INPUT: None.

MINUTES: Cindy made a motion to accept the minutes. Brian seconded the motion. The vote was unanimous to accept the minutes.

CORRESPONDENCE: Lou complimented Cindy Nicholson, Cindy Fisher (Recreation Supervisor) and Wendy for the good job they did at the basketball coaches meeting held last week.

PROGRAM REPORTS: No comments

OLD BUSINESS:

Bridge Street School: Wendy said the ad hoc committee is working on finalizing the plan with a full gym. This is the plan that will be presented to the First Selectmen, Finance Board, etc. Lou asked Cindy if the committee wanted the full gym. Cindy answered yes and gave the reasons why they feel this is the only way to present the plan.

On-Line Registration – update: Wendy said the website for on-line registration is all set and ready to go. Wendy has been working with the town treasurer/attorney regarding the credit card portion of the site. Hopefully the website will be launched around the end of the month. The volume will be less during the winter months and it will give the department time to work out any bugs. Wendy said that people will still be able to pay

with cash or check. Cindy asked how the credit card fee will be handled. Wendy said that the program fees will be increased slightly to cover the cost.

Basketball: Wendy discussed the coaches meeting and clinic last week. Wendy said that Cindy Nicolson was the guest speaker and Wendy complimented her on the way she presented the information. Wendy also complimented Cindy Fisher, Recreation Supervisor, on the work she is doing on the scheduling of the basketball program. Wendy said there are new activities at the school and travel basketball that are bumping us out of gym time. Gymnastics will start after the February school break and this will also take away gym availability. Wendy thanked Brian for helping with the gymnastics program and also thanked Lou for volunteering to be a basketball coach. The basketball program will start January 3.

Soccer wrap-up subcommittee: Wendy said that at the last meeting a subcommittee was established to work with the soccer coaches. Cindy said that they have not set up a meeting as yet but they will. The subcommittee is Cindy, David, and Leeayn.

NEW BUSINESS

Budget: Wendy said she received notice that the budget is due December 22. Wendy said that a preliminary budget can be submitted and a review can be done at the January meeting or with the budget subcommittee. Wendy reviewed a new line item, contracted services, which the selectman asked her to put in. This is for the cost of a clerk to do the minutes and the individual who is doing the brochures. Wendy also said that she will be requesting 19-1/2 hours for the registration clerk. The commission discussed the additional hours for the registration clerk. Wendy said that summer camp staff fees will be increased due to minimum wage going up. This will be covered by increases in the camp fees.

The commission discussed the registration clerk position, the loss of the original secretarial position and the addition of 5 additional hours for the special needs coordinator.

A suggestion was made to request an additional registration clerk for 10 hours. This would be 2 part time people. This was also discussed in detail.

A.C.C.E.: Wendy passed out a sheet with last year's A.C.C.E. request. Wendy also passed out a conceptual plan with costs for the Babb's project. Wendy said that presenting the Babb's project request should be in phases. Gerry said that he felt the costs presented on the conceptual plan were much higher than they needed to be. Gerry talked about the individual items and costs and reviewed the amounts he felt were unrealistic. Gerry said that he would like to meet with the architect who created the plan and ask how the dollar figures were arrived at. Gerry asked if Wendy could arrange a meeting with the representatives that developed the costs. Cindy, Brian and Leeayn said they would like to attend.

Wendy suggested taking the new field at Bruce Park off the project list for a while and concentrating on Babbs and Bridge Street School.

Brian asked about using the town engineer instead of using consultants. Wendy said that we only have 1 town engineer and he has a large volume of work and he uses consultants for some of his projects.

2015 Meeting Schedule: Wendy passed out the meeting calendar and said that there are 2 dates that conflict with a Town meeting and Holiday. The commission discussed changing the dates. Cindy made a motion to change the May and November meeting dates to the first Wednesday of the month. Leeayn seconded and the vote was unanimous.

ADJOURNMENT: Gerry made a motion to adjourn the meeting. Dave seconded the motion. The meeting was adjourned at 7:50 p.m.

The commission thanked Lou and Karen for their hospitality.

Respectfully submitted,

Carol Scheitlin, recording secretary for
Kerri Milne, Clerk