

Prospect Parks & Recreation  
Regular Meeting  
Unapproved Minutes  
March 10, 2021

Chairman Palmerie began the meeting of Park & Rec @ 6:03 p.m.

Members in Attendance: M. Palmerie, Jr; B. Martin; M. Witham; D. Accetura

Members Absent: M. Gluck;. J. Genthe

Also, in Attendance: Park & Rec Director, Chris Moffo; Park & Rec Clerk, Rosalyn Moffo; Assist. Public Works Director, Mark Capanna

**Approval of Minutes:** **Motion** made by M. Witham, seconded by B. Martin to approve the minutes of 2/9/2021. Disc. **Unanimous.**

**Guest/Public Participation:** C. Moffo asked M. Capanna to attend the meeting to advise of the new line machine for the fields. M. Capanna advised that the current machine uses a diluted solution to line the fields; the new machine would use straight paint; the paint would be brighter, last longer and the process would use less supplies. The total cost of the machine would be \$15,000. C. Moffo explained that the bid process would be through the Mayor's office with assistance from the Public Works department. A discussion took place on the use of the paint vs. fertilizers and pesticides on public fields. C. Moffo commented that the problem had been in the past with fertilizing the fields of the Regional School District, not the public fields. M. Capanna explained that the paint is recognized as 'ultra-friendly' and follows safety standards. Chairman Palmerie asked for further comments. Hearing none, a motion was called for. **Motion** made by M. Witham, seconded by D. Accetura to approve the purchase of a new paint machine for lining the fields. Disc. B. Martin asked that research be done on the paint that will be used. Questions were raised as to tabling the motion. M. Capanna stated that it did not matter what type of material was used, as the line machine would still work using a regular type of paint. Chairman Palmerie asked to continue the motion. **Motion** made by M. Witham, seconded by D. Accetura to approve the purchase of the line machine for lining the fields in the amount of \$15,000. **Unanimous.** Chairman Palmerie asked for further comments. No other comments were made; M. Capanna left the meeting @ 7:12 p.m.

**Director's Report:**

**Light Pole @ Hotchkiss Field:**

C. Moffo advised that the price for the light pole @ Hotchkiss Field had increased due to the cost of supplies has risen. C. Moffo advised that he will ask that M. Capanna get a price on this pole.

**Cornerstone Fence:**

C. Moffo commented on the total for the Canfield Park Tennis Courts fence from Corner Stone Fence: \$22,560.00. Chairman Palmerie questioned if the work was complete. C. Moffo advised that as of last week, the latches to the fence were installed; the work is now complete. **Motion** made by M. Palmerie Jr, seconded by B. Martin to approve the cost of \$22,560.00 for Corner Stone Fence for the fencing at Canfield Park Tennis Courts. **Unanimous.**

**Programs:**

-Instructors have been contacted for in person teaching. Most will probably wait until in person programming begins. Fencing and Martial Arts responded that they will be starting the in-person programs.

-Park & Rec is currently working with the Art Instructor for art packets for both youth and adults; participants would join through Google Meets.

- The Mayor had informed C. Moffo that there will be a story walk going in at Hotchkiss Field around the perimeter of the Walking Track. This will be a series of boards placed around the track with a lamination of children's books; each week a new book will be in place.
- Park & Rec would like to offer the Fishing Derby this April. We would need to purchase fish and prizes. Last year the fish stock cost was \$1,798.85 for 300 fish. Disc. M. Witham questioned social distancing. C. Moffo advised that he would like to place circles for participants to be assigned to designated areas.
- Hawks Hoops requested dates for summer camp. A request to Region 16 will be submitted for facility access. There will be 3 weeks of ½ day camps and one full week of full day camps.
- Valley Fusion is planning for a Softball Tournament to be held at Canfield Park the weekend of May 1<sup>st</sup> and 2<sup>nd</sup>. There will be approximately 18 teams.

**Miscellaneous:**

- Prospect Public Works Department is in the process of repairing and replacing the wooden fence surrounding the Volleyball and Skate Park at Hotchkiss.
- Prospect Public Works Department has provided us with several parts that are in need of maintenance, repair or replacement at the Field of Dreams at Hotchkiss. The parts have been submitted to O'Brien and Sons for pricing.
- Light Pole Replacement at Hotchkiss. Once the cost of the price is in place and the pole purchased, the PWD will be assisting with the excavation and installation of the pole.
- The Fencing at Canfield Park courts is completed and the latches are installed. The painting of the court will need consistent weather of over 50-degree temps to begin; the estimated application time will be at the end of April.
- Line Machine for fields – Previously discussed.

**Motion** made by M. Palmerie Jr., seconded by B. Martin to approve the purchase of the new pole for Hotchkiss Field. **Unanimous.**

**New Business:**

Fishing Derby - C. Moffo requested that the Board of Rec approve the increase to \$1,800 from \$1,798.85 for the purchase of 300 fish. **Motion** made by D. Accetura, seconded by M. Witham to approve the cost from \$1,798.85 to \$1,800 for the purchase of 300 fish. **Unanimous.**

- Camps – The Park & Rec department is moving forward with the summer camp programs.
- Field Trips – C. Moffo advised that he is hesitant on booking Field trips in the event that they would be cancelled and did not know if the money given would be reimbursed. At this time, No Deposit events are being booked: Quassy and The Shelton Sports Complex. Several entertainers have been contacting the Park & Rec for further events.
- Hawks Hoops – 3 weeks of ½ programs; 1 full week of full day programs. The instructions will take place at PES; the Community Center; and Woodland Regional High School (for full day classes). If the schools are not available, sessions could possibly be available at Hotchkiss Field court. **Motion** made by M. Witham, seconded by B. Martin to approve the Hawks Hoops sessions for summer camp. **Unanimous.** At the next meeting, C. Moffo will advise the Board of the limits for capacity for both indoor and outdoor activities.
- C. Moffo suggested to conduct meetings with Little League, Softball, Soccer for spring and summer activities. C. Moffo will speak with Mayor Chatfield about opening of the fields, practices, the use of the dugouts and cleaning.
- A discussion on protocol and the use of a form or a letter from the Region for field use. C. Moffo advised that the form would be sufficient.
- D. Accetura questioned the use of the Tennis Courts for health and State required fitness tests. C. Moffo advised to give at least a few days' notice so that a sign could be placed on the courts to the Public.
- Community Wellness – B. Martin advised that she attended the meeting virtually and the sub-committee had picked a Chair and Vice-Chair. At this time, it seems that the new sub-committee is looking for a community website so all Town and local entities could place their events and give the public easy access.

**Old Business:** None

Chairman Palmerie asked C. Moffo to create a 'to do' list for the spring of the areas that need attending and repaired.

C. Moffo advised that he had spoken with the owner of RKM that provides the cleaning of the public restrooms at Hotchkiss Field. C. Moffo advised that he would provide a spray to the restrooms that would last for a 24-hour period. C. Moffo added that this would be cause for a price increase. Disc. The Board asked to C. Moffo to wait on this decision. Chairman Palmerie asked for further comments.

**Adjournment:**

**Motion** made by D. Accetura, seconded by B. Martin to adjourn the meeting. **Unanimous.** The meeting adjourned @ 6:47 p.m.

*M. Palmerie Jr.*  
*Chairman*