

Prospect Parks & Recreation
Special Meeting
Unapproved Minutes
February 9, 2021

The Prospect Parks & Recreation virtual Special meeting was called to order @ 6:02 p.m. by M. Palmerie, Jr.
Members in Attendance: M. Palmerie, Jr; B. Martin; M. Witham; M. Gluck; D. Accetura
Members Absent: J. Genthe
Also, in Attendance: Park & Rec Director, Chris Moffo; Park & Rec Clerk, Rosalyn Moffo

Discussion & Action on Park & Rec Proposed Budget 2021-2022:

Chairman Palmerie advised that he had reviewed the proposed Budget and was comfortable with the numbers and asked the Board if there would be any changes. After discussion no other comments were made. **Motion** made by M. Witham, seconded by D. Accetura to accept and approve the Budget for the Fiscal Year of 2021-2022 for Park & Rec. **Unanimous.**

Approved Park & Rec Budget for Fiscal Year 2021-2022

Items	Adopted 2020-2021	Proposed 2021-2022
Administration	\$ 105,359.00	\$ 107,889.00
Park Operations	\$ 108,000.00	\$ 138,000.00
Swim Program	\$ 2,850.00	\$ 2,850.00
Art Program	\$ 7,600.00	\$ 7,600.00
Youth Programs	\$ 70,692.00	\$ 77,605.00
Adult Programs	<u>\$ 7,700.00</u>	<u>\$ 7,700.00</u>
	\$ 302,201.00	\$ 341,644.00 (+ \$39,443)

Approval of Minutes:

Motion made by M. Gluck, seconded by D. Accetura to approve the minutes of 1/13/2021. **Unanimous.**

Motion made by M. Gluck, seconded by B. Martin to approve the minutes of 1/27/2021. **Unanimous.**

Guest/Public Participation: None

Correspondence/Payment of Bills: None

Director's Report:

- C. Moffo explained that Matt Guard Surface Sprays and Wipes for instructors and staff when programs are in session, had been purchased for cleaning equipment.
- Other payments were made to RJB Sports for Tia Chia and for the Port O Jon's that are located at the parks.
- CT Stem Academy held some virtual programs this session
- Summer 2021 Concert Series – there will be 9 scheduled programs for this series on Wednesdays beginning 6/23/2021.
- AllStar Transportation has been contacted for Summer Camp Trips; AllStar Transportation will be getting back to C. Moffo with more information.
- Field requests for AAU travel baseball teams have been coming in for the use of Hotchkiss Field. Once all Town organization requests have been made, C. Moffo will address out of Town rental use.

Misc.

Corner Stone Fence has begun to install chain link fence at Canfield Park Tennis Courts.

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-A few contractors have been contacted for the Pavilion at Hotchkiss Field. The Board had received estimates from four (4); they are waiting on one more from Child Scape Playgrounds.

-Last month, The Mayor, C. Moffo, Chairman Palmerie and Asst. PW Director Mark Capanna did a site walk at Hotchkiss Field for a location. After discussion, they decided on the area at Hotchkiss Field, closest to the fenced Field behind the bathrooms, where the 'Kick Board' is.

Quotes were received from Creative Recreation; Coverworx; RCP Shelters; New England Recreation Group.

Additional information will be received.

New Business:

Chairman Palmerie advised that the Chairman, C. Moffo, the Mayor and Maura Esposito, Director of Chesprocott held a meeting to discuss the opening of programs. The Mayor advised that he would not be opening any of the Town Buildings soon, but C. Moffo spoke with Superintendent Yamin of Region 16. Superintendent Yamin advised that he would be willing to open the schools (LRMS and PES) to the Recreation Dept. with conditions. C. Moffo advised that the cut-off time to use the gyms would be 9 p.m. Chairman Palmerie advised that the gyms would be used, but it was unclear if the classrooms could be used. Chairman Palmerie advised that not only could the Basketball teams use the facilities, but also other programs. Chairman Palmerie explained that for Basketball practice there will be two parents; the players would sign in; the players would be tracked as to who was there, the parents would return this information to C. Moffo the following day. Also, if one parent was not available, then an alternate would need to be in place. Chairman Palmerie continued that players would need to wear masks at all times. The parents or a designated party would also need to clean the area after the practice was completed. Superintendent Yamin would be checking to see if protocol would be followed; if there was a problem, the program could be stopped. A discussion continued on custodians, supplies and teams cleaning up after themselves. C. Moffo advised that the programs would be working around Adult Ed. Comments were made to send out an email of interest, to those instructors that would like to begin classes. Board members advised that this would not be an easy thing, as responsible parties would need to take the lead on attendance, forwarding to C. Moffo daily, cleaning and adhering to CDC rules. The Board also discussed creating a training for coaches and instructors. Comments were made on advising the Men's League of limited time and space. C. Moffo advised that the town of Beacon Falls was offering only Basketball Clinics.

B. Martin left the meeting @ 6:46 p.m.

Chairman Palmerie asked for further comments. M. Gluck asked for an amendment to the minutes of 1/27/2021 as there was an addition error to the total for Youth Programs showing the increase. The error was stated as \$9,413. The correction should have been \$6,913. The error was corrected. **Motion** made by M. Gluck, seconded by D. Accetura to amend the minutes of 1/27/2021 and to approve the correction of \$6,913 instead of the documented total of \$9,413 for Youth Programs that is shown in the Budget. **Unanimous.**

Adjournment:

Motion made by M. Witham, seconded by D. Accetura to adjourn the meeting. **Unanimous.** The meeting adjourned @ 6:54 p.m.

M. Palmerie Jr.
Chairman