

ROXBURY RECREATION COMMISSION - FEBRUARY 3, 2010 MINUTES

Meeting called to order at 7:00 pm by Chairman, Lisa Easter.

Members in attendance: Lisa Easter, Patricia Steed, Andy Engel, Karen Puskas, Jennifer Benner and Mark Lowe. Members excused: Missy Cole and Kathleen Garafolo. Members not in attendance: Bill Petruno

Public Forum

1. Tricia Reilly from Relay for Life told the Commission about the upcoming event in May at Riverwalk Park in Washington. The date for the event is May 23, 2010. Tricia asked the Commission to help advertise the event in the monthly newsletter and possibly post it on the website. She also asked the Commission about possibly moving the event to Roxbury in the future as 75% of the participants come from Roxbury. The Commission decided to take it under consideration and thanked her for attending the meeting.
2. Doug Wilke from USA Martial Arts came to request that the Commission sponsor a karate class on Tuesday evenings at Booth Free School for residents of Roxbury. Cost is \$60 for 10 weeks which is a reduced rate. USA Martial Arts would also offer family discounts. Doug stated that the program has been getting between 25-30 participants per week and has been consistent through the school year with attendance dropping off slightly in the summer. The Commission originally sponsored the program which was brought to the Town in 1996. Over the years, the program got lost in the shuffle with changing Commission members and while Doug continued to run the program, the current Commission did not know about the program and any original arrangements. After hearing Doug's report and request, Karen made a motion for the Commission to sponsor the program with USA Martial Arts collecting fees and paying the Town 20% of the fees collected. Andy seconded it. All in favor and the motion passed unanimously.
3. Mary Schinke presented a yoga/Nia program to the Commission for sponsorship. Mary is currently offering classes in Washington and was looking to offer a class in Roxbury once a week. The class would be 1.5 hours long and would look to be run on a weekday evening after work, 5:30 - 7:00, possibly at Town Hall. The Commission liked the idea and will check the availability of Town Hall and get back to Mary later this month.
4. Andrew came to report on the ski trip. He is currently up to 25 people with 2 chaperones. He has arranged the ziti dinner on February 5th as a fundraiser at the Congregational Church. Andrew also stated he downsized the bus to a 35 passenger to save about \$300. Overall, the trip will still operate at a loss but Andrew will report back with the final numbers next month.

5. Barbara Henry, the First Selectman was present at the meeting and the Commission took the time to speak with her about the following items:

- a. Mark spoke about installing footings at Apple Lane in the area where the cow chip raffle takes place so that it would be easier to form the grid without having to measure it out each year. Mark explained the footings would be beneath the ground and hidden and would not cause any problem on the surface. Barbara stated it would be fine.
- b. Mark also spoke about the baseball field at Apple Lane needing some work. He explained the turf on the infield is full of ruts and holes and should be taken up and re-sodded. He also explained that Shepaug Baseball is looking to break away from Little League sponsorship to Cal Ripken for the 11 and 12 year olds. This would require some field adjustments with an additional mound and additional base studs. Barbara stated she would put this request in her annual lawn bids for maintenance of the park and see what comes back
- c. Lisa also questioned the possibility of adding bathrooms and a kitchen to the pavilion at Apple Lane. The Commission was looking to possibly create a fund they could contribute to for the building of something in the future. The issue of maintenance and security was brought up by Barbara but the Commission stated they will continue to explore the possibility and figure out the particulars.

January Minutes

The January minutes were presented with some corrections. Pat asked that the statement concerning the ski trip would break even with 30 participants be removed as it is not correct. The Commission agreed. Lisa pointed out a typo as well. Andy made a motion to accept the January minutes with those corrections and Lisa seconded. All in favor and motion passed unanimously.

Treasurer's Report

Pat went through the report for the month of January. There were no questions. Karen made a motion to accept the treasurer's report and Jennifer seconded it. All in favor and motion passed unanimously.

Correspondence

Lisa presented the letter she received from Shepaug Baseball about their request for \$1,000 to help cover their expenses for the 2009 season. Lisa had originally asked the organization to present a budget and expense sheet so the Commission could see the breakdown of the program and where the \$1,000 would be spent. They did not provide this. Karen questioned the fact of giving a youth sports organization money just to offset expenses and wondered why the users of the program do not encompass the costs. Mark explained it is done like that is the tri-town

community to keep the cost down to the players. Andy made a motion to pay the 2009 request and Mark seconded it. All in favor and the motion passes unanimously. Andy also made a motion to spend no more than \$500 on a lock and shelving for the out building located on the field behind Town Hall so that Shepaug Baseball can store their equipment there. Lisa seconded the motion. All in favor and the motion passed unanimously.

The Commission did discuss the fact that in the future, supplying an expense and revenue report would be needed before any money is approved to support the organization.

Newsletter and Website

Jennifer reported the newsletter is going well and that she now sends it off to Cathy, the new Town webmaster to post on the website. Both Jennifer and Karen are still planning on working with Cathy about the recreation page on the Town's website. New software is being presented to the Town and once that is in place, Jennifer and Karen will meet with Cathy for training.

Policy and Procedures Sub-Committee

The Commission named three members to the sub-committee for creating policies and procedures for the Recreation Commission. Andy, Pat and Karen will make up the committee that will report back to the Commission monthly. Lisa also appointed Karen the Chair of the committee.

Summer Camp

Pat reported that 2 of the 3 families who owed money for last summer's camp have sent in payment. Karen will send an invoice on behalf of the Commission to the third family as a reminder to pay their bill. All families due refunds for overpayment have been paid as well.

Pat made a motion and Andy seconded it that the Commission prepare a survey to all elementary school families seeking information on summer camp and what families would like to see in the future as well as what they have liked in the past if they have participated. The survey will go out in mid-February and the results will be discussed at the next meeting. All in favor and the motion passed unanimously.

Bus Trips

Lisa reported that it might be impossible to do a Yankee/Red Sox game due to the requirements from the Yankees to purchase 3 games to get the Red Sox group tickets. Lisa will continue to look and will also check out the Mets for a bus trip.

Tractor Parade

Pat reported that the T-shirt sales are still happening, bringing in revenue. The Commission spoke about having a meeting in mid-March to begin pre-planning of the 2010 event. Items such

as crafters will be discussed where the Commission has put forth a proposal to charge \$25 to such vendors for a 10 x 10 spot. All vendors must submit an application and then be approved by the Commission before being allocated a spot. Jen will report on the vendors as well in March as she is the liaison with that group.

Zumba

Pat reported that the class is doing well and entering their 3rd session.

Youth Basketball

Karen reported that the program is going well. The beginnings with the SBA were shaky but they are trying to make it work on short notice. The kids are having fun which is the most important item. She also reported that upon speaking with Booth Free School, they will be able to spend between \$600 - \$800 for the new basketball hoops at the school. The PTO will be voting next week on also contributing to the project. Mark has spoken with the vendor from JAYPRO a few times in trying to coordinate the purchase of the backboards, height adjusters and installation. They are close to finalizing everything. Andy made a motion and Karen seconded it to have the Commission spend up to \$2,500 on the equipment and installation of the basketball hoops at Booth Free School. All in favor, motion passed unanimously.

2010-2011 Budget

Lisa presented the 2010-2011 budget to the Commission. Andy made a motion and Lisa seconded it that the Commission accept the budget that has been drawn up and presented on January 27, 2010. All in favor, motion passed unanimously.

Fishing Derby

The Derby will be held on May 22, 2010 at the Pond from 7:00 am - 11:00 am.

Town Wide Tag Sale

The Town Wide Tag Sale will be on May 8, 2010. More details to follow in the next meeting.

Elections

The Commission voted on new officers for the new year:

Andy Engel was elected Chairman

Mark Lowe was elected Vice-Chairman

Karen Puskas was elected Secretary

Pat Steed was elected Treasurer

The Commission discussed having an additional meeting this month to discuss further business. Andy made a motion and Pat seconded it that the Commission hold a special meeting on February 24, 2010 at 7pm. All in favor, motion passed unanimously.

Andy made a motion and Mark seconded it to adjourn the meeting. All in favor, motion passed unanimously. Meeting adjourned at 9:55 pm.

Respectfully submitted,
Karen Puskas
Secretary