

**MINUTES OF THE CHESHIRE PARKS AND RECREATION COMMISSION
MEETING HELD ON WEDNESDAY, SEPTEMBER 4, 2019 AT 7:00 P.M. AT
THE YOUTH CENTER, 559 SOUTH MAIN STREET,
CHESHIRE, CT 06410**

Present: Chairman Patrick Duffy, Karen Bertoni, Paul Fracasse, Dan Nowak,
Michael O'Donnell, Robert Parr, Steve Trifone

Mark Cunningham, Highway Superintendent

Absent: Council Liaison, Peter Talbot

Staff: John Gawlak, Director

1. CALL TO ORDER AND ROLL CALL

Chairman Duffy called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

The group pledged Allegiance to the Flag.

3. PUBLIC COMMENTS

There were no public comments.

4. ACCEPTANCE OF MINUTES, JULY 10, 2019

MOTION by Mr. Trifone; seconded by Mr. Nowak

MOVED to approve and accept the minutes of July 10, 2019

VOTE The motion passed unanimously

5. PARKS UPDATE

Mr Gawlak reported that Public Works is looking to close field M3 at Bartlem for repairs. Repairs are completed at Quinnipiac field 5 and it is available for use, but fields 6 and 7 will be closed, and fields 1 and 2 are planned to be closed in the spring.

The Town Council moved over \$400K from open space to be used for improvement to the parks. Mr. Gawlak and Mr. Noewatne, PW Director, have submitted a list of possible improvements to Mr. Kimball, Town Manager. Mr. Gawlak advised the Commission of several items that need to be fixed and/or improved at the various

Town Parks, including improving the lighting at Cheshire Park. Details are included in the Director's Report, attached to these minutes.

Dr. Duffy asked if the lighting is improved, would there be any impact to the neighbors, to which Mr. Gawlak responded that the lighting would not impact them at all.

Mr. Gawlak also discussed improvements to the basketball courts and there are several options for court improvements.

Mr. Trifone asked about the trail at Roaring Brook Falls? A discussion followed about the open space areas in Town and possible use.

Mr. Gawlak brought up some issues that came up this summer at Mixville Park. He stated that the gatehouse isn't open until 10 and that people arrive much earlier and the parking lot fills up and is wondering if there a better way to manage the park? Commissioners discussed staffing at Mixville during the weekends when it becomes busy. Mr. Gawlak also spoke about other recreational use in the park and the possibility of adding a Frisbee golf course. He also stated that there is an Eagle Scout that will be planting trees as part of his Eagle Scout project.

Commissioners discussed needed improvements to Mixville Park – the gatehouse is in disrepair, the concession stand is being used to store boats and as a shelter for camp in case of bad weather and the lifeguard house is not being used.

Mr. Trifone asked about taking a tour of the parks and perhaps having an early meeting in October to go look at the parks.

MOTION by Mr. O'Donnell; seconded by Ms. Bertoni

MOVED to hold the next meeting on October 2 at 6:00pm at Mixville Park.

VOTE The motion passed unanimously

6. COUNCIL LIAISON REPORT

Mr. Talbot was not in attendance; there was nothing to report.

7. COMMUNICATIONS

There were no communications

8. CHAIRMAN'S REPORT

None

9. OLD BUSINESS

- a. **Chapman Property Master Plan** – An administrative meeting was held on September 9, 2019. Information and a survey will be available at the Parks & Recreation table at the Fall Festival. Mr. Duffy asked if a contract has been signed and Mr. Gawlak replied the contract has been signed with Weston & Sampson.
- b. **FY19-20 Budget** – Mr. Gawlak reported that the Capital Budget passed.

10. NEW BUSINESS

- a. **Introduction of Program Coordinator** – Dr. Duffy introduced Tim Weed, Program Coordinator. He congratulated Mr. Weed for his work at the concerts. Mr. Gawlak spoke about Mr. Weed’s background and added that he is a good addition to the staff.
- b. **Concert Series Wrap Up** – Mr. Gawlak and Mr. Weed will meet next week to talk about plans for next year’s concerts. He stated Mr. Weed suggested rebranding the summer concerts as “Bartlem Beats”, which has been well-received. Mr. Weed put together a survey and it came back that people would like to have more concerts. Dr. Duffy recognized and thanked Elizabeth Mayne, Program Supervisor, Stephanie Dunn, Assistant to Director; and Kathy Forenza, Secretary; for the hard work they do, as well as Dave West, Dale Boucher, and Tony DiDomizio, who maintain the park during the shows. Commissioners discussed possible different genres of music to be included next year; several requests have been made to add a country band.

11. DIRECTOR’S DEPARTMENT REPORT

Mr. Gawlak presented his report. A copy is attached to these minutes.

12. ADJOURNMENT

MOTION by Ms. Bertoni ; seconded by Mr. McDonnell

MOVED to adjourn the meeting at 8:00 p.m.

VOTE The motion passed unanimously by those present

Respectfully submitted,

Stephanie Dunn, Clerk