

Approved Minutes 10/1/12

TOWN OF GUILFORD  
Parks and Recreation Commission  
Workshop Minutes – 24<sup>th</sup> September, 2012

The Parks and Recreation Commission held a workshop meeting on Monday 24<sup>th</sup> September, 2012 at 7:30p.m. in the Guilford Community Center with Chairman Ralph Schipani presiding.

Present: John Jagielski, Sue Robins and Ralph Schipani. Also present Director Rick Maynard, Seniors Program Coordinator Terry Buckley and Parks Foreman Phil DeMond. Excused: Rose Dostert and Barbara Pine. Absent: Jenny Carrillo, Suzanne McDermott and Judy Sullivan.

The meeting was called to order at 7:39p.m.

**5 Year Capital Budget Preparation:** Mr. Maynard circulated copies of a memo from the Finance Director dated 9/21/12 regarding Capital Budget Preparation – Fiscal Year 2013-2014, a 5 Year Capital Projects Budget, and a 5 Year Capital Equipment Budget 2014-2018. The Commission reviewed the 5 Year Capital Projects Budget. Mr. Maynard reminded the Commission that the compressor replacement cost was \$90,000 but this was being spread over 3 years. Regarding carpeting replacement, Mr. Maynard said it had not yet been decided what would be replaced. Mr. Schipani suggested discussing this at a regular Commission meeting with Ms. Pine. With reference to Peddler's Park Improvements (2017), Mr. Maynard said this used to be a park but currently was being used to stockpile topsoil. He thought perhaps the park could be reclaimed.

**5 Year Capital Equipment Budget 2014-2018 (Proposed):** Regarding suggestions for a project for 2017-2018, Mr. DeMond said space was needed to store recreational equipment. Mr. Maynard said there had been discussion on having storage on the back parking lot at Bittner Park. Mr. Schipani asked if storage space could be rented. Mr. DeMond pointed out that he already kept some equipment at Bittner Park so one could have a 4-bay building with 2 bays for him and 2 for recreational storage. Mr. Jagielski said his wish list would include: an earlier proposal by Guilford Soccer Club to rent the back field at Cox School from Bishop's Orchards for \$1 per year with the Soccer Club improving the field; irrigation at Nut Plains. Mr. DeMond said at least two wells would be needed and there were problems with rate of flow, etc.; lights at Bittner Park; a boathouse at Lake Quonnipaug to keep equipment out of the elements. Mr. Jagielski thought the Crew Club would hold a fundraiser for this proposal. Mr. Schipani suggested the Crew Club should research costs and then make a presentation to the Commission. Mr. Jagielski asked how boy scouts became involved in projects. Mr. Maynard replied sometimes they were self-starting and sometimes they asked the Department for suggestions.

Mrs. Buckley mentioned replacing the passenger van. Mr. Schipani said information would be needed on the number of hours involved, number of trips, etc. Mrs. Buckley said it would be a practical thing to use a van rather than the bus. Mr. Jagielski asked if taxis could be used rather than using staff. Mr. Schipani replied that the Commission had looked at outsourcing this matter but that it had seemed financially more responsible the way the Department was handling it at present. He added that taxis would only be used in an emergency. Mr. Maynard pointed out that a van would be a multi-use vehicle, not just for seniors.

Referring to the mower which caught fire, Mr. Maynard said the full replacement cost would be covered by insurance. On the 2013-2014 request for a trash truck, Mr. Maynard stated that he was not having success with the trash contractor and this program was in its second year. He added that if it was bid out for a second year with a different company the cost would have been much higher. If the Department were to take back the trash collection project a trash truck would be essential. Mr. Schipani pointed out that if the Department purchased a trash truck two new maintenance workers would have to be hired and he did not feel that this would be approved in the current poor economy. Ms. Robins asked what was the trash collector's response to the problems. Mr. Maynard replied that the company said it would address problems but this does not happen. He added that people called when there was a big tournament saying the trash barrels had not been emptied. Mr. Schipani asked if the trash company had been alerted to the fact of a big tournament ahead of time. He also felt if trash collection involved the Public Works Department then the cost of purchasing a trash truck should be shared among all the departments involved. It was agreed not to include the purchase of a trash truck at this time in the Capital Equipment Budget. Mr. Maynard mentioned that the trash collection contract expired in June. He suggested going out to bid for a different contract with a different company and if there was still a problem then changes would have to be made. Mr. DeMond stated that when trash collection was outsourced he lost two personnel members which reduced man-hours and, therefore, there was work that he could not always get to. Mr. Schipani replied if the number of personnel could be increased without increasing the budget that might be acceptable. Mr. Maynard stated that the Commission should consider revisiting the seasonal workers' salary since the Department was lower than other town departments. Mr. Schipani replied that if this could be justified then Mr. Maynard should include it in the budget request. He asked Mr. Maynard to speak to the Human Resources Director about this matter. The 5 Year Capital Equipment Budget for 2013-2014 was changed to add: Ford 4wd tractor (replaces 1965), and Passenger Van (replaces 1997 Voyager). The request for a trash truck will be removed.

Ms. Robins made a motion to adjourn the meeting at 9:05p.m. Mr. Jagielski seconded the motion and it was carried unanimously.

Respectfully submitted: \_\_\_\_\_ Katharine Stewart, Recording Secretary