

**Board of Recreation
Unapproved Minutes
April 12, 2017**

The Board of Recreation meeting was called to order by M. Witham, seconded by M. Gluck @ 7:00 p.m.

Board Members Present: Mary Witham, Brenda Martin and Mary Gluck

Board Members Absent: Mike Palmerie, Jr. and Dean Accetura

Also Present: Christopher Moffo Director of Parks and Recreation

Bid Opening Scoreboard at Canfield:

Hampton Engineering, East Long Meadow, MA.

Fair Play Football Scoreboard \$4,219.00

Wireless Remote \$925

Battery \$325

Test & Demo \$1,500

Receipt in 4 to 6 weeks Total \$6,969

5 Year Limited Warranty: Towns doing business: Trumbull, New London and Groton
Park & Re. Not awarded: Not Specs.

NE Scoreboard, Moodus, CT: Awarded

Retrofit 12 Digits (main board) \$2,635

ICS Battery (3) \$1,239

Horn \$250

Shipping \$250

Removal of old board \$2,200

Painting – Flat Black \$650.00

Total \$7,224.00

Retro Fit Warranty 1 year; parts stripped and painted and installation within 2 days.

Towns doing business: CCSU, New Milford and Gilbert School

Motion made by M. Witham, seconded by M. Gluck to award the bid according to quote, to NE Scoreboard, Moodus, CT in the amount of \$7,224.00 to repair the scoreboard at Canfield Park. **Unanimous.**

Guest/Public Participation: None

Approval of Minutes:

Motion made M. Gluck, seconded by B. Martin to approve the special meeting minutes of 3/8/17. **Unanimous.** Minutes of 4/3/17 will be reviewed at a later date.

Correspondence/Payment of Bills:

Previous bills were paid and reviewed. **Motion** made by M. Witham, seconded by B. Martin to pay the bills received in the amount of \$5,904.22. **Unanimous.**

Director's Report Review:

Programs:

A discussion took place on the following:

- Consideration of offering Music & Me
- A monitor for the evening hours for events
- Board members approved: Mirrors for Pilates and Dance in the amount of \$2,187.50 for each room.
- Basketball Open Gym – for High School – No charge

Old Business:

- Repairs for lighting for the fenced field at Hotchkiss
- Move forward with slide for Canfield
- New Cycling Bikes installed
- Move forward with Mirrors
- C. Moffo requested to consider purchasing mats for the Karate room – each mat is approximately \$3,500
- Consideration for flooring for Zumba

C. Moffo advised that the Karate Instructor, had increased his fee by \$10 to \$85.00; and if two nights a week, \$109. C. Moffo stated that in the future he would like to have contracts with sub-contractors that state's fees for a 6 month period and are renewable thereafter. C. Moffo advised that the current Karate instructor had removed cabinets from the walls without permission but eventually were put back into place. Board members stated that a statement should be included in the contract, that if any destruction to structure is noted, the contractor could be asked to leave for damages. Board members asked C. Moffo to devise a "fee structure".

New Business:

- Contracts for Vendors
- Pay by Hour Instructors
- Set Fees
- Assistant and hall monitors; someone to run programs in the afternoon

Adjournment:

Motion made by M. Gluck, seconded by B. Martin to adjourn the meeting. **Unanimous.**
Meeting adjourned @ 8:12 p.m.

Mary Witham
Vice-Chairman