

# WOODBIDGE RECREATION DEPARTMENT

John Adamovich – Recreation Director

11 Meetinghouse Lane  
Woodbridge, CT 06525  
203-389-3446

RECREATION COMMISSION  
MEETING MINUTES  
Monday, October 26, 2020

IN ACCORDANCE WITH GOVERNOR LAMONT'S EXECUTIVE ORDER #7b. SECTION 1, WHICH SUSPENDS THE OPEN MEETING REQUIREMENTS OF IN-PERSON PARTICIPATION, AUDIO AND VIDEO OF THIS SPECIAL MEETING WILL BE TELEVISED ON youtube@wgatv79 IN ORDER TO ALLOW THE PUBLIC TO VIEW AND LISTEN TO THE MEETING. YOU MAY ACCESS IT HERE AT:

<https://www.youtube.com/watch?v=A2I9l-tROvU>

## PRESENT:

Commission Members present: Mary Alvarado, William DeRosa, Smith Mowry, Jane Shernow and Andrea Weinstein

Staff: John Adamovich, Recreation Director, and Theresa Bahner, Pool Director ,

Meeting Host: Jon DeMayo

Recorder: Jim Franco

Guest: Thomas Hennick

1) Meeting called to order at 7:01 pm

2) Freedom of Information presentation by Thomas Hennick. Tom explains that the Freedom of Information Act enables agencies to be transparent to the public. It is a window to the work you do. It provides: 1) access to public meetings and 2) access to public records. Meetings must be available to the public in real time. A meeting is an assembly of a quorum in person or of electronic means. An agenda must be filed at least 24 hours in advance and must be as specific as possible. It must be displayed in the office and the Town Clerk's office. There are three types of meetings: 1) Regular 2) Special and 3) Emergency. A special meeting is a meeting that is not scheduled at your regular time. You cannot add to the agenda in a special meeting whereas you can in a regular meeting. An emergency meeting is discouraged and should be avoided if possible, but it is in the situation that cannot wait 24 hours. Meetings are open to the public, but they do not have the right to speak. That is up to the commission. The time may be limited, as an example, no more than 5 minutes and at the discretion of the chair. Executive session is part of the meeting. The meeting is started in public and then voted to go to executive session. Anyone can be invited to go into executive session. They come out of executive session to vote. There are 5 reasons to go into executive session. 1) Personnel. The individual does not have to be named, but must be told in advance. 2) Litigation 3) Security threat 4) Land transaction 5) Document exempt disclosure, an example, bid for new equipment. Meetings do not include Collective bargaining or social gatherings. Avoid talking business at social gatherings. Be careful of electronic business such as text or email. Minutes are not every word. It is a record of the votes, not word for word. If there is a Freedom of Information request, one must respond within 4 business days. Andrea thanks Tom for the presentation. Tom listed a rule that might come in handy for Recreation. The names and addresses of

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minors may be withheld- Freedom of Information Act 1-210 B23. Andrea thanked Jon DeMayo and Jim Franco for the job they do with the minutes.

3) Public Comments: no public comments

4) Minutes: Smith Mowry **made a motion to approve the minutes from Monday, September 21, 2020. Mary Alvarado seconded the motion.** Andrea wanted to clarify section 11 Other Business. It should state, “an email was read allowed by Andrea, to be made public from August 24<sup>th</sup>, between Michael, Andrea, and Jim regarding field use and programs and COVID 19 impact. Since it was a regular meeting, it can be mentioned under Programs and Sports. With that change, **Smith, Bill, Mary, and Andrea voted in favor. Jane abstained.**

5) Liaison report: Andrea mentioned that Mica could not attend. Jim mentioned that he just learned on Friday that Tom Kenefick is our new Board of Finance Liaison. He replaces Ellen Scalettar. Jim had forwarded the information to Tom, but he did not hear back.

6) Chairman’s Report/Vice Chairman’s report: Andrea mentioned how we take our decisions on programs very seriously. We are here for the youth and each other. She hopes everyone is doing well. Smith had no report.

7) Proposed 2021 Commission meeting dates: Jim mentioned that he followed the same format that the Commission used this year, with no July meeting, and a combined November and December meeting. No holiday conflicts were found.

|                    |         |
|--------------------|---------|
| January 25, 2021   | 7:00 pm |
| February 22, 2021  | 7:00 pm |
| March 22, 2021     | 7:00 pm |
| April 26, 2021     | 7:00 pm |
| May 24, 2021       | 7:00 pm |
| June 28, 2021      | 7:00 pm |
| No July meeting    |         |
| August 23, 2021    | 7:00 pm |
| September 27, 2021 | 7:00 pm |
| October 25, 2021   | 7:00 pm |
| December 6, 2021   | 7:00 pm |

**Bill DeRosa made a motion to approve the 2021 Recreation Commission dates. Mary Alvarado seconded the motion. Smith, Bill, Mary, and Andrea voted in favor. Jane abstained.**

8) Pool: Theresa reports that the second weekend of the pool being open was fabulous. Three staff members are on duty, and they wear masks. The temperature checker is also a back-up lifeguard in case of an emergency. Chris and her are there. Rules are presented. It’s clean; the custodian is doing a great job. Patrons can enter 5 minutes prior to their scheduled time. They do not go back to the locker room. They have to leave right from the pool deck. Pool usage normally goes down in the winter. Attendance numbers will be present for the next meeting, but Jim explains there are very few openings. We have been busy with reservations, and have received complements about reserving a lane ahead of time.

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a) Beecher Adaptive Swim program. Anthony Taddei submitted the Beecher adaptive swim request. He would have 4 students on “A” day, and Mr. Lavaway would have three students on “B” day. They will have a custodian clean the guard room and family changing room at the conclusion of the program each day. Jim explains how it is similar to the program’s structure in previous years, but they have added the cleaning of the guard room and family changing room to this year’s request. **Smith Mowry made a motion to approve the Beecher Road School Adaptive Swimming program. Mary Alvarado seconded the motion. Smith, Bill, Mary, and Andrea voted in favor. Jane abstained.** The program will begin on October 30<sup>th</sup>.

9) Personnel: none

10) Requesting use of large tent from former Country Club property: Can it be utilized near the gazebo or any other place? There are sides to the structure if needed. John adds that cement footings would need to be put in place according to code. It is a heavy well made tent. A company would need to move it. The Commission would like to go to the next Board of Selectmen’s meeting for approval. If the tent would be placed at Beecher, it can be used for summer camp, and the School can also use it. The plan would be to go to the Board of Selectmen first, and then go to the Board of Education. **Andrea Weinstein made a motion to utilize the tent from the former Country Club for Recreation programs and activities and Beecher School. Mary Alvarado seconded the motion. Smith, Bill, Mary, and Andrea voted in favor. Jane abstained.**

11) Skating Rink: Adam will have the rink moved over this year because it had too much of a pitch last year, but it will still be on the same courts.

12) Director’s Report:

A) Fitness Center: When the Center Building re-opens to the public, a schedule will be worked on for the fitness center. A reservation system like we are doing for the pool might be a possibility.

B) Outdoor Facilities: Programs are running smoothly. Kids were wearing mask during the entire outdoor program. Plenty of room on the field for 3 on 3 soccer. Jon DeMayo, Dave Smith, and Erast Markiw ran the program. Parents loved it. It was not competitive; just fun.

The basketball hoops will come down on November 1 at Pease Rd due to possible slippery conditions during the cold weather.

C) Tennis Courts: The nets will come down at the first snow.

D) Programs and Sports: John explained how the Center Gym will not be used on Saturday mornings due to the current ventilation system. So, Gymnastic will run in the morning and basketball will run in the afternoon, in the Beecher South Gym. The program will be kept small. Proposed programs are the following: Volleyball league, Arts in CT Arts & Crafts, Badminton, Girls Youth Basketball with the JCC, 4 on 4 Classic Basketball League, 4 on 4 Jr High Basketball League, Gymnastics, and 4 on 4 Saturday Youth Basketball. Masks will be required and CDC guidelines must be followed for participation in the programs. Temperatures must be taken and COVID questions will be asked. The Commission wants to verify with the JCC that they will be doing the same. **Andrea Weinstein made a motion to accept the programs. Mary Alvarado**

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**seconded the motion. It will be mandatory for participants to wear masks and the program will be suspended if there are changes in the COVID numbers. Smith, Bill, Mary, and Andrea voted in favor. Jane abstained.** They thanked John for his thoughts that he put into the programs. Andrea inquired if Chris Dickerson had his Road Race. John replied that it was held. Recreation had no involvement. Jim explained that Kathy Adamovich usually starts in June to collect for sponsorships. We did not do anything this year. Now that we know that virtual races can be done, we can go virtual next year if we had to. He explains how the New Haven Road Race, and the Harford Marathon were virtual this year.

E) Financial Report : The current expenses are at \$60,278.42, 19.5% Last year at this time, we were \$219,295.14 38.5%. Current income is \$17,798.00 14.5%. Income at this time last year was \$63,934.28. 26.5%.

F) Proposed Capital Budget: There are funds left in the shuffle board project for the installation of the second court. There are funds remaining in the skating rink project for another liner, or to extend the current rink. In the Capital Budget for consideration are: 2022 – Outdoor Volleyball Court PVC boundary to keep the sand from washing out. 2023 & 2026 Treadmill & Elliptical replacement – Jim explains that is getting more difficult to get replacement parts on the older pieces of equipment. 2023 – Gymnastics equipment replacement. 2024 – Fitness Trail Station Equipment replacement – usually done by an Eagle Scout project. 2024 – Activity Tent 2025- Basketball court. Recreation had a court many years ago at the West River complex, but it was too close to the ballfield. 2027 – 90 foot diamond. John added that Matt (Giglietti) does a good job at what he does. **Smith Mowry made a motion to approve the Capital Budget. Bill DeRosa seconded it. Smith, Bill, Mary, and Andrea voted in favor. Jane abstained.**

13) Policies and Procedures: none

14) Correspondence- Thank you letter from Ellie Sheehy for re-opening the Town Pool for adult swim on the weekends. She was very impressed and felt things went smoothly and excellent, along with the cleaning. Thank you letter from Susan Freudzon for Bill Banick wonderful Yoga and Tai Chi classes. She has been a student for Bill for 5 years. She was impressed when the pandemic hit, how he immediately switched to zoom programming. She likes how there is flexible options to participate in the class.

15) Other Business: **Bill DeRosa made a motion to donate \$500 to the Fire Department's Truck or Treat, for the Saturday, October 31 event from the Road Race fund. Smith Mowry seconded the motion. Smith, Bill, Mary, and Andrea voted in favor. Jane abstained.** Kathy and John will man the booth. **Andrea Weinstein made a motion to donate \$500 from the Road Race account to the Food and Food Fund. Bill DeRosa seconded the motion. Smith, Bill, Mary, and Andrea voted in favor. Jane abstained.**

Next meeting December 7 7:00 pm

16) **Bill DeRosa made a motion to adjourn. Mary Alvarado seconded the motion. Smith, Bill, Mary, and Andrea voted in favor. Jane abstained. Meeting adjourned at 9:10 pm.**