

RECREATION ADVISORY COMMITTEE
DRAFT MEETING MINUTES – February 27, 2020

ATTENDING: Ed Baxter, Sheldon Dyer, Don Field, Anna Knuttel. David Palmer,
Anne Rash

STAFF: Jay O’Keefe, Curt Vincente

GUESTS: Mike Pietras, Mansfield Little League

- A. Call to Order -The meeting was called to order at 7:01pm.
- B. Approval of Minutes – D. Field moved and D. Palmer seconded that the minutes from the October 23, 2019 meeting be approved. The motion passed unanimously. E. Baxter moved and A. Knuttel seconded that the minutes from the December 4, 2019 be approved. The motion passed unanimously.
- C. Opportunity for the Public to Address the Committee – It was requested by Chairman S. Dyer that item E.2.b of the agenda be moved up on the agenda so that Mike Pietras from Mansfield Little League could present his request to name Southeast Field A after Andrew J. Baylock. By consensus, the request was agreed to.
- E.2.b – C. Vincente provided a brief overview of the request from the Mansfield Little League to name Southeast Field A after Andrew J. Baylock. It was noted that the Parks and Recreation Department is in full support of the request and is presenting the request to RAC for consideration. M. Pietras summarized his letter of request. After discussion, E. Baxter moved and D. Field seconded that the request be approved and that RAC recommend to the appropriate Town Council committee that Southeast Field A be named after Andrew J. Baylock. The motion passed unanimously.
- D. Co-Sponsorship Update - J. O’Keefe provided a brief update, noting that the Mansfield Lacrosse co-sponsorship application was approved at the October meeting pending staff review. He then reported that all of their application requirements and paperwork appeared to be in order and no further action was required since the approval was agreed to back in October.
- E. Old Business – C. Vincente noted the staffing change for the Member Services Coordinator position since Lizzy Parent resigned her position in order to go back to school to get her teaching degree. Kim Rontey, one of the current Recreation Coordinators will be moving to the position and the Town is conducting a recruitment for the Recreation Coordinator position. J. O’Keefe provided a brief update on current marketing efforts and

reviewed the Black Friday and Cyber Monday statistics. C. Vincente noted that with the current vacancy of the Member Services Coordinator position, the membership reports will be on hold until K. Rontey is settled into her new position. C. Vincente also noted that the facility usage reports are in the works pending additional training by staff on the new software system. C. Vincente provided an update on the Silver Sneakers memberships causing a continued loss in revenue. He provided a graph that illustrates the trend. There was a lengthy discussion on the Silver Sneakers program. J. O’Keefe noted that staff are continuing to look for creative ways to encourage members to visit the facility, including a review of the FitPass program. Further discussion on the Silver Sneakers program will be held with the budget discussion later on the agenda. C. Vincente acknowledged the approval of the Community Center fees by the Town Council. C. Vincente reported on the school building project as it relates to Southeast Park. J. O’Keefe gave a brief update on the CSA program now being held at Lenard Hall.

- F. Correspondence – Item F.1 - was addressed and acknowledged under E.2.b. Item F.2 - C. Vincente noted the positive efforts of J. O’Keefe and Jared Redmond for obtaining the “Better Sports for Kids Certification” for the second year. Item F.3 was added to acknowledge the RAC re-appointments of Darren Cook and Jim Raynor.

- G. New Business – C. Vincente briefly reviewed the annual report for fiscal year 2018-19. A. Rash moved and A. Knuttel seconded that the RAC meeting schedule for 2020 be approved. The motion passed unanimously. C. Vincente handed out a number of fiscal year 2020-21 budget documents. He expressed concern about the fact that the Parks and Recreation Fund is not sustainable given the substantial decrease in revenue as a result of the Silver Sneakers insurance program. Other notable concerns about expenditure increases for next include the aggressive increases in the state’s minimum wage as approved by the Connecticut State Legislature. C. Vincente note a number of strategies to improve the sustainability of the fund. He encouraged RAC members to attend the Town council’s budget review meeting and the Public Hearing on the budget.

Having no other business, E. Baxter moved and D. Field seconded that the meeting be adjourned. The motion passed unanimously at 8:32pm.