

**BOARD OF RECREATION**  
**Unapproved Minutes**  
**April 13, 2016**

The Board of Recreation meeting was called to order by Mary Witham, at 7:08pm

**Board Members Present:** Mary Gluck, Brenda Martin, Lori Stenson and Mary Witham

**Board Members Absent:** Joanne Kenney, Dean Accetura, and Mike Palmerie

**Also Present:** Christopher Moffo, Director of Parks and Recreation

**Guest/Public Participation:** Joe Gurga Sterling Security

The Board of Recreation opened and reviewed bids for Tennis Court Resurfacing to be done at McGrath and Canfield Parks. The Board also reviewed bids for Security Camera Installation to be installed at Hotchkiss Field.

Two companies submitted bids for review for Canfield / McGrath Park Tennis Court Resurfacing, the first bid opened and reviewed was that of R.P. Dalton INC. Asphalt Paving & Fuel Oil who submitted a price of \$28,000.00. The second company was Hinding Tennis Courts who submitted a price of \$24,500.00. A discussion ensued following the opening of the bids discussing if all requirements were met by both companies submitting the bids. It was then determined by the Board that both companies were compliant.

The Board opened and reviewed a bid submitted by Sterling Security Systems for Hotchkiss Field Camera System who submitted a bid price of \$12,991.92. A discussion took place between the Board of Recreation and Mr. Joe Gurga of Sterling Security Systems in regards to the bid submitted. Mr. Gurga explained to the board that the cameras in the bid were all high definition 1080P cameras whereas the cameras located in Town Hall are only 540P. Mr. Gurga explained that the picture quality will be poor in the dark however some lighting will help for evening viewing. Mr. Gurga questioned if we would have access to a bucket truck for the installation process. The Board asked C. Moffo to look into this. Mr. Gurga mentioned that if we do not have access to a bucket truck and they needed to supply one it would cost an additional \$1,200.00. C. Moffo mentioned concern of not being able to view license plates on current system. Mr. Gurga explained that on play back the license plate picture will be distorted. However, in some cases it will be possible to view license plates based on camera placement and angle.

Motion made by M. Witham seconded by L. Stenson to approve March Meeting Minutes voted unanimous.

C. Moffo reviewed bills to be paid. C. Moffo also reviewed and made reference to the director's report to bills that have been paid.

M. Witham mentioned that for the 2017 – 2018 budget the line item for the Program Brochure should be increased to \$5,000 to accommodate the increase in cost from the Prospect Pages. The Board also discussed the possibility of Region 16 placing the brochure on the Black Board Connect system used by the region. C. Moffo will contact the superintendent's office to see if this is possible.

Motion made by M. Gluck seconded by B. Martin to pay the bills listed in the Director's Report voted unanimous.

Director's Report was reviewed discussing upcoming programs and facility matters.

The Board discussed the upcoming softball tournament and payment for materials that may be required.

M. Gluck requested a schedule of possible bus trips from My CT Fun Bus for the upcoming meeting.

C. Moffo reviewed agreement to be signed by the Prospect Soccer Club and the Recreation Department for the donation of soccer goals. Which stated as follows:

The Town of Prospect in agreement with the Board of Recreation and the Parks and Recreation Department, will accept the donation of new soccer goals to be purchased by the Prospect Soccer Club. The new goals are to be placed at Hotchkiss Field 61 Waterbury Road and at Caplan Park located at 91 New Have Road, Prospect. The donation will be accepted under the sole condition that the goals, once donated, are the property of the Town of Prospect. Prospect Soccer Club agrees to release all ownership of the new goals to the Town of Prospect.

**Old Business:** The Board discussed the pricing of paving the Walkers Path at Hotchkiss. M. Witham stated that if we are not going to pave the path if we could build up the wash outs and have them rolled.

Also discussed by the Board was the installation of an additional basketball court. The Board discussed other location possibilities if we were not to install an additional court at Hotchkiss Field. Location possibilities for thought included behind Community School once purchased or the field across from the police department.

C. Moffo informed the Board that Hinding Tennis Courts supplied the department with a quote to reconstruct the existing basketball court at Hotchkiss which would be approximately \$42,350.00. The board tabled further discussion until the next meeting.

The Board asked C. Moffo to contact Region 16 for access to dog park via Long River Middle School Parking Lot if a park was to be placed at McGrath Park.

C. Moffo was asked to look into the purchase of a dual swing for the Field of Dreams.

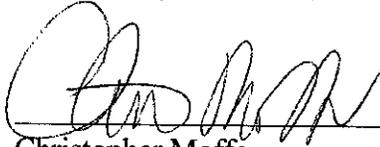
**New Business:** Motion made by M. Witham seconded by M. Gluck to award bid for Canfield / McGrath Park Tennis Court Resurfacing to Hinding Tennis Courts for the amount of \$24,500.00 pending reference check by C. Moffo voted unanimous.

Motion made by M. Witham seconded by L. Stenson to award bid for Hotchkiss Field Camera System to Sterling Security Systems for the amount of \$12,991.92 to include \$1,200 for bucket truck if needed voted unanimous.

Motion made by L. Stenson, seconded by B. Martin to adjourn. Unanimous

This meeting adjourned at 8:38pm.

Respectfully Submitted,



Christopher Moffo  
Director of Parks and Recreation

Mary Witham, Vice Chairman

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TOWN CLERKS OFFICE  
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2018 APR 15 PM 1:47  
*Maryann A. Anderson*  
TOWN CLERK