

**TOWN OF FAIRFIELD
PARKS AND RECREATION COMMISSION
Minutes of February 17, 2021**

A tele-conference meeting of the Parks and Recreation Commission of the Town of Fairfield was held on Wednesday, February 17, 2021 at 7:00 p.m.

PRESENT: Brian Nerreau, Chairman; Jamie Benton, Bridget McBride, Bonnie Rotelli, Chris McCoy, Margaret Weeks Horton, Dylan O'Connor and MacKay Jameson.

ABSENT: David Weber

ALSO: Anthony Calabrese, Dir. Parks & Recreation

Chairman Brian Nerreau called meeting to order at 7:01 p.m.

- I. Act on Minutes –**
December 16, 2020 - Hearing no objections, the minutes were approved as written.
January 20, 2021 - Hearing no objections, the minutes were approved as written.

II. Public Input: To discuss any emails previously sent that are not on the agenda already. None Presented.

III. New Business: To hear and act upon:

A. Dylan O'Connor – Request for Fundraiser/Community Celebration at Lincoln Park.

Dylan O'Connor, co-president of the Stratfield Village Association (SVA) stated that they were looking to get approval to use Lincoln Park on Saturday, September 11, 2021 and that this event would be similar to the event that they have had for the past two years. It would be the last fundraiser before the Four Corners Project breaks ground. He explained that they have raised over 900k towards the one million dollar goal. The idea is to do an event that is similar to the Porchfest event in Black Rock where local bands play on private porches. SVA is planning on roughly six local bands from the Stratfield section of town playing on the porches of private residents. The event will start at 3:00 p.m. and go until 7:15 p.m. He asked permission to use Lincoln Park from 7:15 p.m. to 9:30 p.m. to have a showmobile (a portable stage) that they will be renting from the Town of Stratford, which will be placed on the eastern edge of the park along Warwick Avenue and the band will play for two hours. Mr. O'Connor explained that he will be working with the town to set up extra trash cans for litter control and they will be having a staff of ten people to help clean up. They will have portable restrooms set up. The event will be held rain or shine. They will be hiring police officers and plan to shut down Jackman Avenue from the intersection of Jackman Avenue and Euclid to Edgewood. There are approximately ten to twelve homes on that stretch and they will be getting permission from those neighbors beforehand to close off the street. The plan is to use the parking lot at Assumption Church, which is walkable to Lincoln Park. There will also be a couple of food trucks that will be on the perimeter of the park and they will be donating some of their proceeds to the SVA. Mr. O'Connor stated that if the Covid Guidelines at the time of the event were not favorable, they would cancel the event. B. Nerreau asked Mr. Calabrese what he thought about it being a BYOB event in the park. Mr. Calabrese explained that the SVA has done this type of event for the past two years in 2018 and 2019 which included two drink tickets to purchase beer. B. McBride asked for clarification regarding the event starting with a Porchfest from 3:00 p.m. to 7:00 p.m. on people's private porches and that it will be BYOB from 3:00 p.m. on with people traveling from house to house followed by bringing everyone together at Lincoln Park. Mr. O'Connor

explained that the event at Lincoln Park will be from 7:15 p.m. to 9:30 p.m. A. Calabrese stated that the big difference with this idea from having the event at Owen Fish moved Lincoln Park is that this is in a neighborhood. While they can give approval to use Lincoln Park, they would still need to work with the fire and police departments. He would treat this as if it were a big block party. The request here is for the park part of the event. B. Nerreau stated that since it was on the request to be a BYOB event, we would need to understand and own that portion of it. A. Calabrese explained that the commission was only voting on the Lincoln Park portion of the event. Calabrese explained if people were walking down the street with open containers, that is illegal and they would need to get permission from the police for that. With no other questions or comments, B. Nerreau asked if anyone would like to make a motion.

Motion: M. Jameson made a motion to approve the event, seconded by J. Benton.

Vote: 7-0-1. D. O'Connor abstained.

B. Anthony Johnson – Request for a Memorial Bench

A. Johnson requested that a memorial bench be installed between A and B dock in memory of his father and father-in-law. He stated that he chose that spot because he has a boat on B dock. A. Calabrese stated that he had already walked the spot with Justin Cathcart and that it was an acceptable location.

Motion: D. O'Connor made a motion to approve the bench, seconded by M. Horton.

Vote: Unanimous

C. Gaylen Brown – Pavilion Rental Rules and Regulations.

G. Brown explained that there were very few changes and most were editorial and she worked with Pat Egan from Risk Management to clarify them. The new rules include needing to provide a certificate of insurance when they are booking the Pavilion. – This is referenced in Item #7 and Item #18 – The rule was not present but it is something that we require for every party going forward. Item #17 is the force majeure policy. G. Brown explained that in light of all the cancellations during Covid, including a loss of power at a party at Jacky Durrell, she and Risk Management decided that it was important to incorporate a force majeure clause into our agreement. Other items were superficial such as trash removal, decorations, and the role of the Pavilion attendant but the ones mentioned were the biggest changes to the rules. B. Nerreau asked about a change in the timing of the collection of pay. G. Brown explained that it was just spelled out clearer and that the policy did not change, which is a 50% deposit at time of booking, and the remainder 60 days in advance of event. M. Horton asked if the \$260.00 additional charge was always the case for over 125 guests, which G. Brown stated yes. D. O'Connor asked regarding the force majeure portion if they had an attorney look at that to make sure that we were not giving anyone an easy way out and jeopardizing any revenue. G. Brown stated that Rule #17 gives Parks and Recreation an out and more or less covers the department from liability and that the risk and liability verbiage was created and approved by Pat Egan of Risk Management.

Motion: B. Rotelli made a motion to accept the changes to the Rules and Regulations, seconded by C. McCoy.

Vote: Unanimous

V. To hear and act upon information in Reports:

A. Board of Education Report: B. Rotelli reported that they passed their budget and it has gone to the First Selectwoman. They have secured the Giant Step's property and were waiting for a special meeting for the Superintendent to propose dates to potentially go back full time. B. Nerreau asked how long would it take to get the Giant Step's property up and running and what were the plans for the second building. B. Rotelli stated that it was pretty much turnkey and it would not take much to get it ready for September for the Walter Fitzgerald school to move in. The second building will be demolished since it had been vacant and in very bad shape. For now it will just be torn down and it will be up to the Town to decide what to do with the rest of the property.

C. Director's Report: Mr. Calabrese presented a written report:

I'm happy to report that our spring programs are filling up fast! We are seeing a great response to our spring offerings, old and new. We are currently taking registrations for sports camps, arts and crafts, STEM, music lessons, and our Easter Bunny 5K just to name a few. Summer Camp registration will take place beginning next week. We are hoping for a fairly good turnout and a normal summer. Our staff will adjust to any COVID protocols put in place by the Governor/Department of Health.

We are in the process of finishing our annual marina boat slip renewals. As of writing this note, we are at 465 complete. This is on par for our normal return rate. Justin Cathcart will be reaching out to our waitlist in the coming weeks to fill any vacancies.

We are also in the process of closing out our H. Smith Richardson Clubhouse project. I will keep you posted on a date for the ribbon cutting ceremony and other opening day festivities. The course and clubhouse will officially open as soon as the weather cooperates.

Budget season continues to move along. The First Selectwoman will be presenting her budget to the Board of Selectman for their discussion and approval at their March 1st meeting. Once the BOS approves, they will pass the budget onto the Board of Finance for their discussion and approval. After the BOF approves, the budget will be considered by the Representative Town Meeting for their approval. The final approval from the RTM normally happens in May. I will keep you posted on the progress of the budgets.

As always, I have to publicly thank my staff for the amazing job they have been doing! Please don't hesitate to contact me if you have any questions or concerns.

ADJOURNMENT: B. Nerreau stated with no further business to come before the Commission, the meeting was adjourned at 7:36 p.m.

Respectfully Submitted,

Kelly J. Brown, Recording Secretary

Tele-meeting location for audio: [youtube.com/watch?v=ivuRldW0les](https://www.youtube.com/watch?v=ivuRldW0les)