



City of Ansonia

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Ansonia, Connecticut 06401

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ANSONIA RECREATION COMMISSION

November 1, 2016

Regular Meeting

Present: Al Smith, Chairman
Anne Lynch
Jeff Devine
Timothy O'Reilly
Sandra Piccirillo
Steve Sobolisky
Paul Velardi

Others Present: Jeff Coppola, Recreation Director
Allison Rubelmann, ANC Director

The Regular Meeting of the Ansonia Recreation Commission was called to order by Chairman Smith at 6:05 p.m.

All present rose and Pledged Allegiance to the Flag.

The secretary called the roll and there was a quorum present.

Approval of Minutes

Mr. Velardi made a motion to accept the minutes from October 4, 2016 as written. Mr. O'Reilly seconded.

Mr. Velardi stated Recreation discussed and agreed and voted that they will not capture verbatim discussion. He looked it up in Roberts Rules of Order and found it is not a violation of Roberts Rules. He read Roberts Rules section regarding Public Session.

Ms. Lynch said she was late last month and was not aware of this. She said Corp. Counsel has never heard of this. Why would we not want to record what goes on in the meeting. We have to have minutes of the meeting. She suggested that Corp. Counsel attend the meeting to discuss this.

There was continued discussion on the reporting of the discussion during the meeting in the minutes. It was noted that the commission voted in the rules and the rules can be changed by a vote. There was discussion on Roberts Rules with regard to recording and reporting meeting minutes.

Mr. Velardi said that there is Roberts Rules and there are By-laws of the Commission. He said Recreation Commission can draft By-laws.

Mr. O'Reilly said page 261 of Roberts Rules covers this. He said if someone wants to address the Commission they can submit their written statement and speak during Public Session.

Chairman Smith said that anything discussed in the meeting should be reported in the minutes.

Mr. Velardi said the rationale is that someone is speaking at 200 words per minutes and it is difficult to capture every word. Commissioner's conversations are at times miss-stated. If anyone wants to speak and have it recorded in the minutes they must submit it in writing.

Discussion on recording comments in the minutes continued. Mr. Velardi said that only rules adopted have to be recorded in the minutes even commissioners

conversations do not have to be recorded – only the actions. Conversations should not be recorded, you don't want someone coming back 18 months later saying that is what you said. Mr. O'Reilly said Roberts Rules states record only the motions that are voted on.

Mr. Sobolisky said that if someone wants to say something to be put in the minutes they have to hand in their statement and it will be on the record.

Mr. O'Reilly said to invite Corporation Counsel to the meeting for discussion.

Mr. Velardi said that past precedence doesn't mean Recreation has to do it.

Discussion on the motion last month that Recreation is not capturing public session unless a written statement is received. Ms. Lynch stated this policy was voted on last month and we are not in the position to change it. She will contact Corporation Counsel to attend the next meeting to discuss it.

Roll Call vote on acceptance of the minutes:

A. Smith: Yes
J. Devine: Yes
T. O'Reilly: Yes
S. Sobolisky: Yes
P. Velardi: Yes

A. Lynch: No

S. Piccirillo: Abstain

The Chair declared the motion carried: 5 yes, 1 no, 1 abstain

Public Session

Per the motion at the October 4, 2016 meeting all public session comments will not be recorded in the minutes unless there is a written statement submitted to the Commission.

Keith Maynard
8 Cook St.
Ansonia, CT 06401

Mr. Maynard addressed the commission regarding last month's motion not to include verbal statements in the public session is an injustice to the people.

Chairman Smith asked three (3) times if there was anyone else who wished to address the commission. There was no one.

Ms. Lynch made a motion to close the public session. Mr. Velardi seconded. All in favor, so carried.

Reports: Allison Rubelmann, ANC Dir.

Allison Rubelmann was present.

A copy of the ANC report is on file in the Town Clerk's office.

Ms. Rubelmann reviewed her Monthly Report with the Commissioners. She invited all Recreation Commission members to the ANC Friends meeting that will be held on November 9, 2016 at 5:30 p.m.

Mr. Devine asked if the Karate Club makes a donation to the Nature Center.

Ms. Rubelmann said yes, they do make a donation.

Mr. Velardi made a motion to accept Ms. Rubelmann's report. Mr. Sobolisky seconded. All in favor, so carried.

Reports: Jeff Coppola, Recreation Director

Mr. Coppola was present.

A copy of the Recreation Director's report is on file in the Town Clerk's office.

Mr. Coppola reviewed his report with the Commissioners. He said the Armory was donated to BH Care for their Halloween Party. The Boxing Tournament will

be held on November 11th at 5:00 p.m. and November 12th at 9:00 a.m. Silver Gloves Boxing Tournament will be Friday, December 9th and Saturday, December 10th.

There was discussion on charging for the Armory and who would receive the money collected. Mr. Coppola stated that whomever is running the event makes a donation to the City of Ansonia. They provide their own insurance for the event.

Mr. Coppola gave a brief summary of the Basketball program. Registration will end on Nov. 5th. There is an Ansonia/Derby Travel League for Girls grades 4 through 8. Instructional will begin Nov. 12th.

Ms. Lynch asked if there was anything new on the Armory.

Mr. Coppola stated there has been a study done on the Armory. They are pointing the building on the outside now. They are discussing another building across from Pine Lot.

Mr. Velardi asked about Hershey Park and if City of Ansonia owns any of those properties or if Ansonia Recreation can use those buildings.

Mr. Coppola said Ansonia doesn't own the buildings in Hershey Park. They own Pine Lot.

The commissioners discussed a Community Building for the Recreation programs and events. They discussed outlining a long term Recreation plan with the Recreation Commission and the City of Ansonia. Ms. Lynch noted that Seymour Park & Rec offers so much in their program. She said she met with the Mayor and discussed Ansonia Recreation offering Arts & Crafts and Yoga and other activities beside sports.

The commissioners discussed other available buildings that might be suitable for Recreation purposes.

Mr. Velardi made a motion to accept Mr. Coppola's report. Mr. Sobolisky seconded. All in favor, so carried.

Recreation Director Financial Report

Mr. Coppola reviewed the line items with the commission members.

A copy of the financial report and monthly report is on file in the Town Clerk's Office.

Mr. Devine asked if Mr. Coppola could put a date on the Financial Report.

Mr. Velardi made a motion to accept Mr. Coppola's Budget/Financial Report as presented. Mr. Sobolisky seconded. All in favor, so carried.

Director's Reports

Soccer

Kevin O'Brien was present.

A copy of the Soccer reports are on file in the Town Clerk's office.

Mr. O'Brien reviewed his report with the commissioners. He discussed funding and ways to create a source of income for soccer by bringing in outside sports to share in the cost. This type of cost sharing would also include all Recreation programs.

Mr. O'Brien said the minutes stated we will have to come up with a budget for each year.

Mr. Velardi said not yet.

Mr. O'Brien said the season is great, field conditions are good except for the geese and rain. He discussed alternate fields for play as the ANC will not hold the traffic flow and the field will get "beat" up.

There was discussion on the reimbursement to Ansonia Soccer Club for the uniforms. Mr. O'Brien stated the ASC has the same TIN number so the City should continue the same process as in the past for reimbursements. There is a 60% reimbursement for the bulk uniform order to the Soccer Club.

Mr. O'Brien discussed the other points on his report with the Commissioners. He said the season has been fantastic.

There was discussion on playing time for the players. Mr. Velardi noted the soccer rule is 50% playing time for every game.

Mr. Sobolisky made a motion to accept the Soccer Report as presented. Mr. Velardi seconded. All in favor, so carried.

Baseball & Softball

Colleen Rondon was present.

Ms. Rondon reviewed her reports with the commissioners.

A copy of the Report is on file in the Town Clerk's office.

Ms. Rondon said they held their Annual Meeting. She submitted all of the reports to the Commission (Meeting Date, new Officers, Financial report). The All Star Teams were successful and the 9 – 10 year olds were runner ups. All Tournaments went well. Fall Baseball ended October 23rd. Everything is cleaned and closed. The Batting Cage is stored and the water is shut off. She asked if something could be done to protect the batting cage during the winter to keep people and vehicles safe from the posts in the ground. She spoke to Sean Rowley at PWD to see what could be done so cars and people don't get hurt.

Ms. Rondon said the Financial Report is in the package. She said everything they raised they spent in clinics for baseball and softball. They will be adding roles to the Executive Board at the next meeting.

Mr. Velardi asked if they keep the baseball and softball funds in separate accounts.

Ms. Rondon said they are in a shared account and they itemize the expenses for baseball and softball.

Ms. Lynch made a motion to accept the Baseball and Softball report as presented by Ms. Rondon. Mr. Velardi seconded. All in favor, so carried.

Basketball (Boys & Girls)

Basketball was covered in the Director's report which is on file in the Town Clerk's Office.

Football

Ms. Lynch asked Mr. Coppola if he spoke with Dolores Basuljevic regarding the TIN number and the removal of Mr. Williams's name.

Mr. Coppola said he will see Dolores Basuljevic on this issue.

Mr. Keith Maynard was present.

Mr. Maynard reviewed his reports with the commissioners.

A copy of the Report is on file in the Town Clerk's office.

He said all of the cheer girls were first year girls. He said the Cheerleading was a success. He thanked Amity for giving up their time slots to allow Ansonia an opportunity to practice on the mats. The parents were pleased and there were a lot of compliments.

Mr. Maynard reviewed the football program. Flag football did very well. They are finished. The 8U is complete after losing in the round robin tournament on Sunday. The 10U and 14U are in the playoffs. 14U plays on Nov. 5 at Nolan Field, 10U plays on Nov. 6 at Naugatuck High School and Ansonia will be hosting two playoff games on Saturday. The 4:00 game is Amity vs. Derby 12U and the second game is 14 U Ansonia vs Derby at 6:00.

Mr. Maynard discussed the Pop Warner program and that there are a lot of good things happening and other towns want to join. He explained the unlimited weight Div. 3 football program.

There was discussion on the National Tournament that is scheduled for the Saturday after Thanksgiving Day in Michigan City, Indiana. Mr. Maynard said there is a chance that an Ansonia team will be going out to play in the Mid-American Conference in Michigan.

Mr. Maynard said Ansonia is hosting the playoff games for Pop Warner on Saturday. He asked Recreation for permission to host this and it was approved. He said PWD advised him there was a policy in place for out of town games that he wasn't aware of. This policy was passed about 8 to 10 years ago that there would be no out of town teams using Nolan Field. He said it will not happen again as he was not aware of the policy. Mr. Maynard said that PWD had no problem and they did line the field and the games were played this year.

Discussion on the use of Nolan Field for games without Ansonia teams playing.

There was discussion on what happened with the mats for the Pop Warner Cheer group. They were going to purchase mats for these girls to use for practice sessions.

Mr. Maynard stated the October Financial Report is incorrect and he will submit a revised one tomorrow.

Mr. Devine made a motion to accept the football report as presented. Mr. Velardi seconded. All in favor, so carried.

Cheer

There is no one present.

The Cheer Report and Cheer Financial Report were sent to all of the Commission members.

A copy of the reports are on file in the Town Clerk's office.

There was discussion on the Cheer report and the Financial Report and that they are unsigned. Mr. Velardi noted that there should be two independent people certifying the reports are accurate.

There was no motion to accept the Cheer Report because it was unsigned and unrepresented.

Approval of Bills

Mr. Coppola presented the following bills.

1. Stadium Systems – Football Uniforms/reconditioning:	\$4074.43
2. Ansonia Youth Cheer (megaphones):	\$ 103.35
3. CJSS (Soccer):	\$2468.00

Correspondence

None

Recreation Program Compliance Policy

Mr. Velardi said he is proposing a Standardized Form for Expenses for the Recreation Programs to follow. He gave everyone a copy of the form.

He discussed the format stating the Executive Board would categorize the expenses and capture the money spent previously, two years past and current year budget. He continued to explain how the form would help by itemizing and tallying the expenses incurred against the budgeted amount.

The commissioners continued to discuss the form and how it would benefit the programs and the commission when looking at income and expenses and preparing budgets. The standardized form for income and expense would be incorporated into the Compliance Policy.

There was discussion on budget planning for next year, expense format and the proposed application form. The application form has the programs applying for assistance from the City of Ansonia i.e. request for field time, funding for the program and equipment, etc. Ms. Lynch said currently the programs do that planning with the Recreation Director.

Mr. Coppola stated the non-recreation programs submit their requests in writing.

Mr. Velardi said if they want the benefits from the City of Ansonia they will comply with these rules. If their application is approved there is no question.

Discussion on the use of the Expense and Income template for all of the Recreation Programs. The template will be one sheet for both expense and income.

Mr. Devine said that some of the programs have a nice accounting program that they are currently using.

Discussion on programs currently using their own accounting programs to report income and expense continued. These programs can incorporate their information from their Accounting program into the expense and income template provided by Recreation.

Any other business to come before the Commission

2017 Meeting Schedule

Mr. O'Reilly made a motion to accept the 2017 Meeting Schedule and to revisit the November 7, 2017 (election day) meeting date in October 2017. Mr. Velardi seconded. All in favor, so carried.

Ordinances

Mr. Coppola provided to the Commissioners the two Ordinances requested last month:

1. Ordinance to Prohibit Dogs and other Animals from Certain Public Places
2. Ordinance Establishing Tobacco Free Recreation

There was discussion on the ordering of the signs to be posted at the City's parks. Ms. Lynch stated she will send an e-mail and contact the Police Dept. regarding the purchase of the signs for the parks and fields.

Mr. Velardi discussed the ordinance regarding prohibiting dogs from certain public places. He said dogs sitting on the sidelines are not prohibited but they cannot go on the field.

Discussion on the above and everyone agreed with Mr. Velardi's statement regarding dogs on the field. Spectators are allowed in the area, then dogs are allowed. The commissioners discussed dogs barking ferociously at the players and spectators at the fields during games.

Ms. Lynch said that Newington forwarded all of their rules for their field to Ansonia when they were playing there. She stated that this was a great advantage for both towns in that they knew the rules that governed the use of the field. It would be great for Ansonia to send out the rules and regulations for the use of our fields when they host out of town teams.

Mr. O'Reilly discussed Robert's Rules of Order and that the Aldermen were saying Recreation wasn't doing things correctly.

Discussion followed on Robert's Rules of Order and the recording of minutes and motions.

Adjourn

Mr. Velardi made a motion to adjourn the meeting at 8:30 p.m. Ms. Lynch seconded. All in favor, so carried.

Respectfully submitted,


Jo-Lynn Flaherty
Secretary