

Town of East Haven, CT
Recreation and Athletic Complex Meeting Minutes
April 11, 2011
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Members Present:

Chairman Louis Pacelli
Commissioner Jen Rispoli
Commissioner Ralph Schlottman
Commissioner Ray Marsico (7:44)
Recreation Director Louis Pane

Others in Attendance:

Paul Hongo, Dir. Adm/Mgmt.
Diana Badamo, T.C.
Laura Capello
Chris Wardrop, USI

Members Absent:

Vice-Chair Steve Kluth

Chairman Pacelli called the meeting to order at 7:34 p.m. Roll was called and a quorum was present.

Approval of Minutes

Commissioner Schlottman made a **MOTION** to accept the minutes of the February 14, 2011 meeting. Commissioner Rispoli seconded. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

Public Session

Public Session was moved up on the agenda to discuss the proposed "East Haven's 1st Annual Sights and Sounds of Italy" Feast, which is being presented by Laura Capello on behalf of the organizer Mr. Marty Asprelli. Ms. Capello explained to the commission that she was here to help Mr. Asprelli, who is originally from East Haven and now resides in Florida, raise funds for a local non-profit organization by putting on this event. Ms. Capello handed out an informational packet to the commission which outlines what Mr. Asprelli would like to do. He would like to bring in entertainment, food and craft vendors, a car show and other activities in what he hopes to be an annual tradition for the people of East Haven. The proposed date is Sunday, August 7th, 2011. The event would run for nine (9) hours. Chairman Pacelli stated he thought it was a great idea, but East Haven already has a pretty full schedule on Sundays through the end of August with the Concerts on the Green. He explained that the commission is only in charge of the usage of parks, beaches and the green and can't

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authorize any other use. Chairman Pacelli explained to Ms. Capello that there were many steps to follow in order to put something of this caliber together. Recreation Director Louis Pane gave an example of a previous fundraiser that was put together and the costs that are involved with such an event. He also stated that the budget has already been completed and there would not be funds available to pay for such an event. Ms. Capello stated that Mr. Asprelli would be responsible for all costs such as fire and police, etc. Director Pane stated that the date presented is not good as there is already a concert on the green that day. Mr. Paul Hongo, Director of Administration and Management, spoke about the many requests the Town receives to hold fundraisers on Town property, which are wonderful, but there are rules that are put in place and need to be followed. The Fall Festival was used as an example of how much time and planning is needed for such a large event. Director Pane stated that there was not enough time for this year, as the commission has never come across something like this request before. Commissioner Ray Marsico stated that a lot of time is needed for a nine (9) hour function. It was suggested that Ms. Capello speak to the Fall Festival Committee to present the idea to them as maybe a joint venture, as they are always looking at new ideas. Ms. Capello stated that they would do everything possible to try to pull it off this year. It was also suggested that she contact the Columbus Day Parade Committee chair in East Haven, Bill Zampa. Ms. Capello could call the Mayor's Office to get all contact information she needed. Chairman Pacelli thanked Ms. Capello for coming, stated she gave a nice presentation, but unfortunately the commission could not take any action at this time. Public Session was closed at this time.

CORRESPONDENCE RECEIVED

None

CORRESPONDENCE SENT

Chairman Pacelli stated he wanted a letter sent to the former clerk, Anne Marie McGuire thanking her for her service to the commission over the past few years.

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Letter sent to Christ Angelican Church with approval for the use of the Town Green on May 5, 2011 for a Day of Prayer Ceremony. The commission voted on it unanimously with the understanding that the Church would be responsible for cleanup following the event. There is to be no food or alcohol allowed.

Letter sent to Celeste Staiano with approval for the use of the Town Green on June 4, 2011 for her wedding ceremony. A special meeting was held by the commission on March 14, 2011 to approve this request, which was unanimous. The ceremony will be held between 4:00 and 5:00 and must be completed by dusk and she is responsible for cleanup after the ceremony. There is to be no food or alcohol.

NEW BUSINESS

New Business was moved up so that the commission could hear a presentation by Paul Hongo, who introduced Chris Wardrop from USI, who is the Town's Excess Liability Insurance Carrier, to the commission. He gave a rundown on the current practice and standards for insurance and risk factors. Paul furnished the commission with an example of policy and usage agreements with a step by step procedure for future users of Town property.

A lengthy question and answer session was held regarding the proposed Facility Use Policy and Facility Use Rental Agreement between the commission, Mr. Hongo and Mr. Wardrop. Determinations of who would sign agreements and deposits were discussed as well. Chairman Pacelli thanked Mr. Wardrop and Mr. Hongo for coming and presenting this information to the commission.

DIRECTOR'S REPORT

Director Louis Pane gave his report as follows:

Ice Rink-Currently doing spring and summer painting and cleaning.

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Director's Report (ct'd)

Pool-Morning water aerobics has been steady with approximately 30 participants. Open swim going well.

Recreation-Just completed the spring and summer brochure, which was handed out to the commission, and it was also distributed throughout the school system.

Director Pane went over the spring and summer brochure with the commission at this time. He also stated that there is currently a Science Fun program going on with 12 participants. It started last week after trying for several years to get it started in town. It is being run by a group out of Westport called Science Fun. He is happy to say that the new brochure was done by Bardell Printing, who did a fabulous job on it as well as completing it at a low cost.

OLD BUSINESS

Commissioner Ralph Schlottman met with Mayor Capone to go over dates for Movie Nights on the Beach. He will bring those dates to the next meeting. The first movie shown will be American Graffiti, with possibly a car show earlier in the day to tie into the movie night theme.

There being no other business to come before the agency, a **MOTION** was made to adjourn the meeting at 8:44 was made by Commissioner Ray Marsico and seconded by Commissioner Jen Rispoli. All were in favor, none were opposed and none abstained. **MOTION CARRIED**

The next regular meeting is scheduled for Monday, May 9, 2011.

Respectfully Submitted,

Linda S. LaLuna
Clerk