

PLAN UPDATE ADVISORY COMMITTEE

Minutes

Room 104, Shelton City Hall

Shelton, CT

Monday, August 16, 2004

Members Present:

**Frank Osak, Chairman
Peter DiCarlo
Jim Tate**

**Fred Musante
Anthony Pogoda
Tom Harbinson**

Staff Members:

**Richard Schultz
Marianne Chaya**

Also Present:

**Dave Zamba – Vice Chairman – Parks & Recreation Commission
Ron Herrick – Director - Parks & Recreation Department**

Agenda Items:

I. Call To Order

Chairman Frank Osak called the meeting to order at 4:30 P.M.

II. Pledge of Allegiance

All in attendance pledged allegiance to the flag.

III. Approval of Minutes

Anthony Pogoda MOVED to approve the minutes from the August 9, 2004 meeting. Fred Musante SECONDED the motion. All were in favor, MOTION PASSED.

IV. Presentation from Parks and Recreation – Dave Zamba and Ron Herrick

Dave Zamba showed the committee his Power Point presentation on the Parks and Recreation Department. This presentation is an overview of the facilities and their locations, the current state and what they offer, and the Long Range Plan.

The Parks & Recreation facilities are listed as follows:

- Community Center – detailed the future improvements, long range goal and recently completed improvements
- Nike Site – detailed the current ongoing projects and recent completed improvements
- East Village Park – detailed the future improvements and recently completed improvements
- Riverview Park – detailed the long range goals and recent completed improvements
- Sunnyside Park – detailed the future needs, long range goals and recent completed improvements
- Capewell Park – detailed the long range goal and recently completed improvements
- Huntington Green – detailed the future improvements, long range goal and recent completed improvements
- Old Shelton Intermediate School – detailed the future needs and long range goals
- New Shelton Intermediate School – detailed the future needs
- Shelton Lakes Recreation Area – detailed the long range goals
- Riverwalk Park & Farmers Market – detailed the long range goals and recent approved improvements
- Lafayette School – detailed the long range goal
- Pine Rock Park – detailed the future needs and recent completed improvements
- Southbank Park – detailed the future needs, long range goals and recent completed improvements
- East Village Civic Center – detailed the future improvements and recently completed improvements
- CRRRA Open Space – detailed the possible long range goals
- Additional Facilities Maintained by P&R (maintenance and snow plowing) – Lafayette School, Long Hill School, Elizabeth Shelton School, Mohegan School, Booth Hill School, Ripton School, SHS, SIS (new and old), Pine Rock Park, White Hills & Huntington Fire Houses, City Hall, Senior Center, Police Station, EMS Building, 25 Traffic rotaries & esplanades, all municipal parking lots

The immediate considerations detailed are a need for additional maintenance personnel, improved and additional maintenance equipment, purchasing of key parcels of open space (Tall property, Wiacek property, Wabuda property), and expanded storage and parking facility for P&R Maintenance equipment.

The Long Range considerations that were detailed are as follows:

- New Soccer Field
- New Baseball Field
- Municipal Golf Course

- Centralization of any new fields to facilitate expedited and improved maintenance
- Create City wide awareness of facilities & programs
- Additional swimming pool if growth continues

There were a few specific proposals that were detailed for the committee. The first was a Municipal Golf Course. The key points were that it would generate income for the city, improve the city's image & desirability to potential residents & businesses, there is interest and demand from the public and it fills the need of no public golf course in Shelton. This proposal is for a 9 hole or 18 hole (depending on land available), a clubhouse w/restaurant, driving range and discounts to residents.

The second proposal is for an athletic complex. The key points are fields and services fanning out from a central hub, centralization of facilities will make it easier to maintain and possible features are:

- Lighted soccer field/track
- Baseball & softball fields
- Basketball courts
- Roller blade rink
- Building with snack bar & permanent sanitary facilities
- Outdoor pool
- Paved parking area

The last item discussed was the priorities of Park & Recreation Department:

- Additional park maintenance personnel
- Improved & additional maintenance equipment and facilities
- New Soccer Field
- New Baseball Field
- Municipal Golf Course
- Replacement of gyms if Old SIS school usage changes

Chairman Osak asked Dave Zamba and Ron Herrick if they could give this committee anticipated dollars needed for items in their long-range plans.

V. Communication: Subcommittee Progress Report

Fred Musante reported that they would be having a meeting on Monday to finalize what is going into the newsletter.

VI. Budget Agreement Discussion

Peter DiCarlo reported that in his research he noted that on the Scope/Schedule/Budget document there is dollars assigned but there is not a timeframe or month assigned & on the Project Flowchart Summary each project should have a dollar value assigned so that he could follow the progress of the contract and be able to best determine when the \$40K(already appropriated) is going to run out. With the invoice Planimetrics just gave him, once this is approved, we will have spent \$11K so far. Planimetrics so far has held one public meeting and attended 2 recent committee meetings. It looks at the rate it

is going so far, we will run out of the \$40K by October. The development workshop will not be covered by the dollars we have available. They need to determine who will be doing the traffic study (Planimetrics exclusively or Planimetrics with Barkan & Mess) and it needs to be started soon.

Jim Tate suggested that a letter should go out to Planimetrics now to get some of the money issues dealt with so that next Monday when they come out they are not spending the meeting time discussing it. Peter said that he wanted to make sure the committee members agree that he should aggressively seek the information they need from Planimetrics. The other issue is the \$5K already spent is not shown on the document submitted from Planimetrics. Rick said he would contact them immediately. The invoice they submitted is on hold until they can get some answers.

VII. Future Meeting Times and Schedules

8/23 – Planimetrics

8/30 – Board of Education

VIII. Adjournment

Fred Musante MOVED to adjourn the meeting, SECONDED by Jim Tate. All were in favor, MEETING ADJOURNED at 5:55 P.M.

Respectfully submitted,

Marianne Chaya
Clerk, Plan Update Advisory Committee

A tape is on file in the City/Town Clerk's office