

**May 11<sup>th</sup> – Parks & Recreation Commission Meeting Log In**

**To join this meeting via the web or phone, follow the below instructions:**

**Web**

**[www.webex.com](http://www.webex.com)**

**On the top right, click Join**

**Enter meeting information: 717190925**

**Enter meeting password: JunER56**

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**Phone**

**Dial 1-408-418-9388**

**Enter meeting number 717190925**

**You can bypass attendee number by pressing #**



## **BROOKLYN PARKS & RECREATION DEPARTMENT**

P.O. Box 356 - 69 South Main Street  
Brooklyn, CT 06234  
(860) 774-5464

### **BROOKLYN PARKS & RECREATION**

**860-779-3411 ext. 7**

### **RECREATION COMMISSION Regular Meeting**

**TO:** Parks & Recreation Commission Members  
**FROM:** Brooklyn Parks & Recreation Department  
**RE:** Regular Meeting  
**DATE:** **Monday, May 11, 2020**  
**Via Cisco Webex Meeting**  
**TIME:** **7:00pm**

### **AGENDA**

1. Approval of Meeting minutes from February 10, 2020
2. Public Time
3. Discussion and Approval of revised 2020/21 budget
4. Programs & Special events discussion
5. Parks discussion
6. Public Time
7. Adjournment

Brooklyn Parks and Recreation

Regular Meeting

7:08pm

February 10, 2020

Commission members present: Melissa Perkins-Banas, Steve Danna, David Wilterdink, Kim Conroy, and Harry Adams

Absent: Chris Toney, Mike Gaudreau, Cliff Soucy

Also, present: Bucky Lohbusch

Public: none

1. Approval of Regular Meeting minutes from January 13, 2020

**Motion made:** 1<sup>st</sup> Harry Adams 2<sup>nd</sup> David Wilterdink

All in Favor

2. Approval of Monthly Budget Reports

Very close to obtaining the projected Revenue goal

**Motion made:** 1<sup>st</sup> Harry Adams 2<sup>nd</sup> David Wilterdink

All in Favor

3. Discussion and Approval of proposed 2020/21 budget

Brooklyn Parks and Recreation

Proposed budget Revenue-	277,995.00	<b>2020/21</b>
	222,690.00	19/20

Proposed increase in percentage of Revenue given back to the town will equal 70%

Total budget for Recreation Commission 365,412—8.5% increase due to minimum wage increases

Park Maintenance

Proposed budget - 145,000 -26.8% increase (part-time maintenance position to fulltime position) and a proposed used pick-up truck

Discussion

**Motion made:** To Approve the proposed budget

1<sup>st</sup> Harry Adams 2<sup>nd</sup> David Wilterdink All in Favor

4. Approval of Annual Report

Discussion

1<sup>st</sup> Harry Adams 2<sup>nd</sup> Steve Danna All in Favor

5. Other Business

March 9<sup>th</sup> Regular meeting. March 18<sup>th</sup> presenting proposed budget to the BOF.

Scheduled monthly meetings between the Recreation director and Superintendent have been very successful, and opened the lines of communication. The Bus contract that is chosen by the school will also include transportation for summer camp, this will lessen the cost for summer camp and it will be a five- year contract. The Teen Summer program will also be using the middle school for its program and Summer Camp will be held at the elementary third grade wing.

Trimming, brush removal and clean up, in the back of the school, has been completed by the Park maintenance department.

6. Public Time:

None

7. Adjournment

Time 7:26pm

**Motion made:** 1<sup>st</sup> David Wilterdink 2<sup>nd</sup> Steve Danna All in favor

Respectfully submitted: Chris Boyle

## CIVIC &amp; CULTURAL

## RECREATION COMMISSION

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	ADOPTED 2019-20	PROPOSED 2020-21
Advertising	6,250	6,500 + 250
Other Professional	26,000	16,250 - 9,750
Recording Secretary	1500	1500
Recreation Supplies	12500	12500
Regular Payroll	137828	140941 + 3,113
Overtime	2000	2250 + 250
Insurance	3000	3000
Regular Payroll – Part Time	135715	90504 - 45,211
Spooky Nights	12000	13,000 + 1000
	<u>336793</u>	<u>286,445 - 50,348</u>

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14.9% decrease

BROOKLYN PARKS & RECREATION

REVENUE

2019-2020 ESTIMATED

Summer Camp	\$53,700
Library Program	\$ 1,800
Teen summer camp	\$ 13,690
Before/after School	\$131,000
Spooky Nights	\$18,550
Full Day Recreation	\$ 3,150

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**\$222,690.00**

2020-2021 PROPOSED

Summer Camp	\$ 00,000
Library Program	\$ 0,000
Teen Summer Camp	\$ 00,000
Before/after school	\$180,200
Spooky Nights	\$ 21,750
Vacation Recreation	\$ 3,000

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**\$204,950.00**

7.9% decrease

**CIVIC & CULTURAL****PARK MAINTENANCE**

	ADOPTED 2019-20	PROPOSED 2020-21
Cleaning Service Fees (prince hill)	400	000
Building Repair/Parks & Grounds	5000	5500 +500
Diesel Fuel	1500	1500
Electric	4700	4700
Equip. Maint. Repairs	5000	5500 +500
Gasoline	6500	6500
Office Equipment Repair	1500	1500
Other Supplies	17000	18000 +1000
Regular Payroll	45487	48360 +2873
overtime	3250	3500 + 250
Regular Payroll	19062	28,966 +9,904
Insurance Stipend	0000	3,000 +3000
Telephone	1200	1200
Vehicle Maint.	2000	2500 + 500
Mileage/Meal Reimbursment	750	750
Clothing & Boots	1400	1,400
	----- 113418	----- 132,876 +18,527 =====

17.1% increase