

# MINUTES OF THE MEETING OF THE PARK COMMISSION OF THURSDAY, JUNE 9, 2011

Present were Chairman Thomas Frizzell, Commissioners Billy Anderson, Harold Marrow, George Churchill, Robert King, Acting Superintendent James M. Casieri and General Foreman Robert Bernier.

The meeting began at 7:00 P.M.

**MINUTES:** The minutes of the May 19, 2011 meeting were approved as written.

## **SUPT. OF PARKS INTERVIEWS:**

Commissioner Frizzell stated that a procedural error occurred by going into executive session at the Park Commission Meeting of May 19<sup>th</sup>. To correct the error, the Commission would go hold an open meeting and review the resumes and determine who would be interviewed for the position of Superintendent of Parks and Recreation. Commissioner Frizzell asked for the top five candidates from each Commissioner in order of priority. Commissioner King asked if the Commission could choose the top 6 candidates if possible and all the Commissioners agreed. The list is as follows:

Commissioner Thomas Frizzell

1. Andy Schuckers
2. Tim Carpenter
3. Jon Madden
4. Robert Bernier
5. Lyman Lambert

Commissioner Robert King

1. Andy Schuckers
2. Jon Madden
3. Mike Ribolla
4. Lyman Lambert
5. Tim Carpenter
6. Robert Bernier

Commissioner George Churchill

1. Jon Madden
2. Andy Schuckers
3. Robert Bernier
4. Joseph Dan McCarthy
5. Michael Ribolla
6. Timothy Carpenter

Commissioner Harold Marrow

1. William Carpenter
2. Jon Madden
3. Andy Schuckers
4. Paul Morin
5. Robert Bernier
6. Lyman Lambert

Commissioner Billy Anderson

1. Lyman Lambert
2. Jon Madden
3. Tim Carpenter
4. Robert Bernier
5. William Carpenter

After review it was determined that Robert Bernier appeared on all 5 lists, Andy Schuckers on 4, Jon Madden on 4, Tim Carpenter on 4, and Lyman Lambert on 4. No others appeared on more than three.

Commissioner Frizzell stated that the major criteria would be: Bachelors Degree preferred in the area of Park and Recreation Facilities Management; 5 years experience in the area of Recreation and/or Park administration, 3 years of direct staff supervision, experience with neighborhood and civic groups, knowledge of Golf Course maintenance, budget process and grant writing.

Commissioner Frizzell stated that there was no money to fly anyone in for an interview and that it would not be practical to attempt to interview Jon Madden who is from Michigan. There was no objection to this suggestion.

Commissioner King suggested Andy Schuckers who is from New Jersey and was on 4 of the 5 lists would warrant an interview if he is willing to come in.

Commissioner Frizzell suggested that Robert Bernier who was on all five lists also be brought in for an interview. Commissioner Frizzell indicated that he was impressed with Tim Carpenter who was on 4 of the 5 lists.

Commissioner King expressed that the Commission give Lyman Lambert, who is from New York the same opportunity as Andy Schuckers to come in for an interview.

Commissioner Anderson stated if Jon Madden is not included to bring in William Carpenter as the 5<sup>th</sup> candidate. Commissioner Frizzell stated that he was ranked on only two of the five lists. Commissioner King stated that William Carpenter had no experience in managing park or leisure services. Commissioner Frizzell stated also that he had no direct supervisory experience but that his resume was strong in the area of civic involvement. In addition there was a question with the driving record provided with his resume.

Commissioner Frizzell then suggested that the Commission go with the majority vote of 3 out of 5 to determine if the candidate would be granted an interview. There were with no objections. A roll call vote was taken to see if William Carpenter was to be granted an interview. Commissioners

Anderson and Marrow voted yes and Commissioners Frizzell, King and Churchill voted no to the interview.

Commissioner Frizzell suggested that a date for the interviews be set up within the next 2 weeks. The date was set up for June 23<sup>rd</sup> with a 6 PM start for the first candidate. Each interview would consist of predetermined questions and be conducted at 45 minute intervals.

Commissioner Anderson asked if new questions for the candidates for the interviews besides the guide questions be included. Commissioner Frizzell stated if that is done then the question has to be addressed to all the candidates.

### **SUPERINTENDENT REPORT:**

Acting Superintendent James Casieri stated that the budget was accepted with an addition of purchasing a t-mower and greens mower and that \$25,000 was also allowed for the purchase of new golf carts. The snack bar at D.W. Field Golf Course also had a new exhaust fan and new smoke and carbon monoxide detectors installed. Three of the ball fields were also repaired (Walkers, O'Donnells and Tukis) as well as all the fields being mowed. Mr. Casieri also stated that the Park Department would be hiring a maintenance man to bring the department up to four laborers. Also a part-time clerk for Cemetery Department has been hired.

Commissioner Anderson asked Supt. Casieri about the expense to putting a sign on the front of Oak St. at D.W. Field Golf Course. He stated he will look into the cost.

Commissioner Anderson also questioned the permits for the Soccer Leagues. Acting Superintendent Casieri stated that the permitting will be addressed when we get a new Superintendent and be able to have his or her input.

Mr. Casieri also stated that the lights at West are not fixed yet as it is more costly than anticipated but that they will be fixed with City and School electricians.

General Foreman Robert Bernier also stated that although it is not a banner year at D.W. Field Golf Course, play is steady. When questioned as to why more tournaments weren't scheduled, he stated that local tournaments seem to look at other courses that had banquet facilities.

Having no further business the meeting adjourned at 7:40 P.M.

Respectfully submitted,

James M. Casieri  
Acting Superintendent of Parks