

Park and Recreation Commission
Thursday, January 3rd, 2019
7:00pm

1. **Call To order**

The meeting was called to order at 7:07PM. Frank Wolak was leading the meeting.

2. **Members Present**

Members present were Frank Wolak, Cindy Sanchez, Hannah Malcolm, Carrie Anderson, Janie Hesterberg and Brian McDermott.

3. **Public Comments**

There were no public comments.

4. **Approval of Agenda**

A motion was made by Cindy Sanchez and seconded the motion by Brian McDermott.

5. **Approval of Minutes from previous meeting**

A motion was made by Brian McDermott and Cindy Sanchez seconded the motion.

6. **Financial Report**

a. Line items

There was no change in the line items. Peckham Park has \$26,812.30, Lake Beseck \$8,218.15 and capital is \$33,700.

b. Our Activity Fund Account

There is \$32,627 in the Activity Fun Account. Funds in transit for December are \$11,957.40. \$10,800.40 is going to vendors. There will be a profit into the account of \$1,157.00.

7. **Old Business**

a. *Park rules update*

The commission would like some more direction on how to refine the rule sand ordinances at the parks from the lawyer. The commission really wants to move ahead and have the new rules and ordinances in place soon. The park need to follow the state rules and be enforced like dog on a leash. There have been some issues at the Peckham Park. The State of Connecticut has no safety rules when it comes to the parks and that is where the commission would like some improvements. The commission would like to adopt some of the state ordinances on some of their rules. These are all things that the commission can instruct the lawyer to do. Frank Wolak would like to hire the town lawyer to come in for an hour and go over the rules and ordinances, so the commission can move forward. The commission has questions they would like to ask to make sure the laws/ ordinances are written right, and state authorized. The commission would like to go to a State Park and Recreation meeting to see what the state can help with.

Brian McDermott is made a motion for Hannah to spend up to \$500 to research. The research would be to figure out how to get rules and ordinances for the park that are state approved already and enforced. Janie Hesterberg is going to call around for other Park and Recreation for their rules and ordinances information.

8. **Department Policy updates**

Hannah is doing to research and looking into the medical policy. The commission would like late fees for payments not on time. A payment is due at the time of the first class. If the school district is closed so is Park and Recreation because they use the buildings in the school district. No photos unless permission is granted. A 5-dollar late fee for some clubs. The Ski Club registration has been giving Hannah some problems. Registering each child takes some time (about 30 Minutes each child) and lining up with ski instructors. The commission would like a hard deadline date on this program and after one week a late fee of \$25. No expectations and no refunds once program has started.

Cindy Sanchez made a motion to accept to Department Policies update and Brian McDermott seconded the motion. Vote was passed by the commission.

a. *Upcoming/recent events*

i. *Christmas Tree Lighting Breakdown*

A motion to pay the school band for coming to the Christmas Lighting Event. The money goes to POPS. Cindy made the motion for \$100.

ii. *Ice skating event- January 12th*

There may be a possible reschedule of the Winter-fest if no snow or ice. The reschedule for the following weekend of January 19th, 2019.

b. *Park updates*

i. *Look over mowing proposal*

January 2019 to January 2021 will be the contract dates from beginning to end. The commission would like the Peckham Park to weed wacked every mowing. Background check on people who are applying to mow the grass. This will be disclosed and signed to them. The commission main goal is the safety of the people at the park.

ii. *New rocker toys for beach and purchase of benthic barriers*

The commission is going to move forward with the new rockers toys for the beach. The rocker toys will cost \$2,211 not installed. The commission would like to see how much it would cost to install the rocker toys. The purchased of the benthic barriers will be used at the beach area with a rebar and will be taken out during off season. They will be stored at the shed. This will help with the vegetation at the beach.

Fixing the bricks around the pavilion and walkway will be done once the ground is not frozen. The roof at the pavilion will take place after that the bricks are done. Ed bailey would like more cameras at the park. Hannah will be able to download an app from her phone to see what is going on at the park. Cameras will be placed on buildings.

c. Facility Captains

i. What does this entail

It will give Hannah an ally for each park. The point is having one person from the commission for each park to be aware of what is happening at these parks. Some captains may need to go to their parks once a week or once a month depending on park. Hannah would like this in place in case she is absent, and that captain know what is going on and if or who they need to contact if there is a problem.

Hannah presented a slide show to help the commission understand what she as the director is doing and oversees. Hannah talked about what each park and what she needs as a captain for that park. Checked the parks after storms, branches need to be trimmed, garbage cans overflow and if something needs improvement. Summer months maybe once a week check ins. Hannah would like the commission to have suggestions what the park may need while the captains are over seeing their parks. Further talk about the Trolley Trail in coming meetings. The Commission suggested someone should get paid to clean it up the trail and not out of the Park and Recreation budget. There are some rules about how to preserve the trail and does not make a cleanup easy for the commission.

ii. Assign captains

Brian McDermott and Carrie Anderson will be captains at Peckham Park.

Cindy Sanchez will be the captain at the Dog Park.

Janie Hesterberg will be the captain at Lake Beseck.

Brian McDermott and Frank Wolak will be captains at Dinosaur Park.

There will be a 3-month trial period of this to see how it goes.

d. Wish Lists

i. Ideas of purchases for our parks and programs

The commission would like to see getting more trash and recycle cans for the parks. A water fountain for dog park and that would cost \$3000.

9. **New Business**

a. Old Home Days

Carrie is working on getting a band for the Old Home Days. She asked how much she could spend for a band. The commission normally spends about \$1,200 on the summer concert series. She found a band from Meriden called Wasting Bullets and it has an 8-piece band. The commission was thinking about having the Old Home Days on July 13th, 2019. The commission talked about getting a tent from the Durham Fair Committee in case there is bad weather that day. The Commission also talked about getting a bounce house for the event. Carrie Anderson also suggested picking an Old Home Days date for 2020 so that it can be advertised during this 2019 Old Home Days. June 5th and 6th 2020 maybe a possibility but needs to be talked over with Ed Bailey first for the Old Home Days. There will more to talk about at the next meeting for a budget.

b. Trees at Peckham- sponsorship opportunities

The commission would like to know where the trees are going to be placed. People will have to sponsor the trees there may be a brick with their names next to the tree. The goal is to get the trees for free and have people sponsor them. Hannah has been trying to get grants for the trees. This will be posted in the paper about how to be a sponsor. Hannah will get come more information at the next meeting.

10. **Looking Ahead**

a. Movie Night at Community Center

The movie night will be held February 15, 2019. The commission would like the local businesses to be involved and maybe they could give out coupons to people who are participating in this event.

11. **Final Thoughts**

There is no commission ruling about people missing meeting and events for the Park and Recreation members. The commission is interested in changing this. The Commission also feels like they do not have enough members on the board.

Hannah will present the budget at the next meeting. Hannah is possibly seeking more money per hour for her salary.

12. **Adjourn**

The meeting was adjourned at 9:20PM by Frank Wolak.