



Colchester and Parks and Recreation

“Creating Community Through People, Parks and Programs”

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AGENDA

Colchester Parks & Recreation Commission

Mar 3, 2014

Town Hall Rm. 3

7:00 PM

1. Call to Order
2. Additions to Agenda
3. Citizen's Comments
4. Acceptance of Minutes: Feb 10, 2014
5. Reading of Correspondence
6. Committee Reports
 - Facilities
 - Finance/Administration
 - Programs-
 - BOS Liaison
 - BOF Liaison
 - BOE Liaison
7. Discussion and Possible Action on the RFP for Concessions at the Rec Plex
8. Recreation Supervisor's Report
9. Recreation Manager's Report
10. General Comments
11. Adjournment

HAILEY A. BRAY
TOWN CLERK
Hailey A. Bray

RECEIVED
COLCHESTER, CT
2014 FEB 27 PM 5:43

Colchester and Parks Recreation

SPECIAL MEETING MINUTES
Colchester Parks & Recreation Commission
February 10, 2014
Town Hall
Meeting Room 2
7:00 PM

RECEIVED
COLCHESTER, CT
2014 FEB 10 PM 4:15
TANCY A. ERAY
TOWN OF COLCHESTER

Members Present: S. O'Leary, E. Kundahl, L. Dimock, N. Kaplan, E. Kundahl, L. Stephenson, C. Ferrante, K. Moody, D. O'Brien and T. Loskant
Others Present: Cheryl Hancin, Anita Pizzutiello, Jeff Mathieu, Jennifer Waterman, Board of Education Liaison Michael Voiland, Cari Duigou and other citizens

1. Call to Order

Chairman O'Leary called the February 10, 2014 meeting to order at 7:05 p.m.

2. Additions to Agenda

Chairman O'Leary asked to strike this item from the agenda due to this being a special meeting.

3. Citizen's Comments

John Sawchuck stated he had a concession stand at the ball field about twenty years ago and would be interested in going through the process to bid when the time comes. John Sawchuck left his resume information with the board members.

Michael Voiland introduced himself as the new Board of Education liaison for the Park & Recreation Commission.

4. Acceptance of Minutes: January 6, 2014 Meeting Minutes

E. Kundahl **MOTIONED** to approve the minutes of the January 6, 2014 meeting as written. **SECONDED** by L. Dimock. All members present voted in favor, **MOTION CARRIED.**

5. Reading of Correspondence

None

6. Committee Reports

- Facilities – none
- Finance/Administration – none
- Programs – none
- BOS Liaison – none
- BOF Liaison – none
- BOE Liaison – none

7. Discussion and Possible Action Regarding Scheduling of School Facilities

Commissioner O'Leary stated the purpose of this discussion is to try and get a handle on the best process for Park & Recreation to streamline the scheduling of school facilities. Discussion was had with board members and Superintendent of Schools, Jeff Mathieu, regarding who are the appropriate people at the schools to contact regarding the scheduling of school facilities and the protocol that needs to be followed.

8. Discussion and Possible Action on Special Event use by Youth Lacrosse and Youth Soccer

S. O'Leary MOTIONED to accept Soccer Special Event for 11/1/14 thru 11/2/14 except for R8 on 11/2/14. SECONDED by T. Loskant. All members voted in favor, MOTION CARRIED.

S. O'Leary MOTIONED to grant Colchester Youth Lacrosse Special Event Saturday, May 17, 2014 and Sunday, May 18, 2014 as a rain date to hold their tournament. SECONDED by E. Kundahl. All members voted in favor, MOTION CARRIED.

9. Discussion and Possible Action on Fee Structure for Special Events

Chairman O'Leary stated he received a request from the Board of Selectman to revisit the Fee Structure for Special Events policy. The board members decided they will stand by the policy. No action taken.

10. Discussion and Possible Action on the Summer Day Camp Update

Camp Director, Cari Duigou and Recreation Supervisor, Anita Pizzutiello gave the board members highlights and plans for the upcoming 2013 Summer Camp.

11. Discussion and Possible Action on the Proposed 2014-2015 Budget

J. Paggioli gave an overview of items that will be included in the proposed 2014-2015 budget.

12. Recreation Supervisor's Report (Monthly)

A. Pizzutiello read the January Recreation Supervisor's Report which included the Bacon Academy Ski/Boarding Club at Ski Sundown was a success this year, the new dance classes have strong participation numbers, a "pass" option for Zumba has been added with good success, they have seen great numbers for the yoga classes, Day Camp Director and Specialist have been hired and Family Games Night had a great response from its participants. E. Kundahl MOTIONED to accept the Recreation Supervisor's report. SECONDED by L. Stephenson. All members voted in favor, MOTION CARRIED.

13. Recreation Manager's Report

C. Hancin presented the board members with the Recreation Manager's Report which included all large event paperwork for 2014 has been received, the next Sports Council Meeting is February 24, 2014, the Colchester Connections comes out March 21, 2014 in the Rivereast, the Colchester Community Theater are preparing for their show this weekend and the Dog Park Committee are preparing for their Spring Easter Egg Hunt on April 20, 2014 from 1-3pm. T. Loskant MOTIONED to accept the Recreation Manager's report. SECONDED by L. Stephenson. All members voted in favor, MOTION CARRIED.

14. General Comments

None

15. Adjournment

02/10/14 Parks & Recreation Commission meeting minutes cont'd (pg 3)

E. Kundahl **MOTIONED** to adjourn the meeting at 9:10p.m. **SECONDED** by L. Stephenson. All members present voted in favor, **MOTION CARRIED**.

Note: This meeting was recorded by a digital audio recording system and is available through the Colchester First Selectman's office in accordance with the Freedom of Information Act.

Respectfully Submitted,
Gina Santos, Clerk