

Colchester Parks & Recreation Commission

Meeting Minutes

May 7, 2007

Attendance: N. Kaplan, C. Ferrante, L. Stephenson, S. Ashe, L. Dimock, K. Wright, E. Kundahl, S. O'Leary **Staff:** J. Cohen, Director, Tim Angell, Crew Leader Parks Maintenance, Don Standish, Parks Maintenance and E. Kessler, clerk **Citizens:** Tina Everett, Colchester Cheerleading and Bruce Lund, Colchester Youth Soccer arrived at 7:50 p.m. **Absent:** Jody Barr

Call to order:

- S. O'Leary called the meeting to order at 7:12 p.m.

Citizen's Comments:

- Jaimee Withee, a student attending the Community Activism class at Bacon Academy, gave a brief overview of a project that she and 7-10 of her friends and family would like to do at Ruby Cohen Pond. She stated that she would have to raise money and her project will consist of planting flowers around the gazebo, building blue bird boxes and placing them in different areas. She would need to know how many she needs to build and would also like to plant flowers around the posts. She suggested that there could be an engraved donation plate on the bird houses. She would also like to clean-up the area. Jaimee is very passionate about this project as her grandparents lived near Ruby Cohen Pond and her parents were married there. Commissioner S. O'Leary suggested that she submit a specific plan to J. Cohen, Director and get together with Tim Angell, Crew Leader of Parks Maintenance.

Acceptance of minutes:

- Review of the minutes from April 9, 2007. **N. Kaplan motioned to accept the minutes as submitted. L. Stephenson seconded the motion. Motion carried.**

Reading of Correspondence:

- Attached is an email from Karen Lathrop that was discussed at the meeting about Youth Baseball being scheduled late in the evening after the Men's League. The Commissioners agreed that while the scheduling is done at a Sports Council meeting, it is up to the league to agree on scheduling times.

Committee Reports:

- **S. O'Leary entertained a motion to add subcommittee reports to the agenda for Finance/Administration, Facilities and Programs. Moved by N. Kaplan. Seconded by C. Ferrante.**
- **Facility Task Force:** N. Kaplan reported that the Task Force had met with Vollmer and they had more prospects one of which being accessible off of Windham Ave. and they could partner with the Cody Camp Foundation and this could be potentially the first phase.

- **Finance/Administration:** K. Wright stated that returning sponsors will have first choice over new sponsors for the second year and then the third year start over again. This gives a chance for the same sponsorship two years in a row. K. Wright suggested that all details be made available on the website. If sponsorship is above \$1,000 it should be reviewed by the Board of Selectman. **S. O'Leary entertained a motion to accept the Committee Reports. Moved by L. Stephenson. Seconded by D. Kendrick. Motion carried.**
- **Programs:** Nothing to report at this time.
- **Sponsorship Policy:** This item was tabled until the next regularly scheduled meeting in June.

Old Business:

- **Christmas Lights:** Commission discussed the need for new lights at the Town Green. J. Cohen received a proposal for new lights and is asking the company to extend the offer until a decision can be made. Commission will be discussing with the Historic District Commission. Tabled to our next regularly scheduled meeting in June.
- **Endorsement Policy:** Tabled to our next regularly scheduled meeting in June.
- **Sponsorship Policy:** Tabled to our next regularly scheduled meeting in June.

New Business:

- **57 Fest Name:** Commission agreed to leave it as the 57 Fest.
- **CRPA Legislative Day:** Everyone is welcome to attend. Scheduled in Hartford, Wed., May 9, 2007 from 11:00-1:00.
- **Women's Softball Shed:** Commission agreed to the backside of the dugout at R3. **S. O'Leary entertained a motion. Moved by D. Kendrick to approve the shed location. Seconded by E. Kundahl. Motion carried.**
- **Bocce Location:** Commission agreed to the area by the tennis courts with benches and at least one port-a-john. **S. O'Leary entertained a motion to approve the bocce location with benches and at least one port-a-john. Moved by L. Dimock. Seconded by N. Kaplan. Motion carried.**
- **Mowing Height:** Commission discussed and agreed to leave the mowing height decision to the Park Maintenance Crew.
- **Attendance Review:** Tabled to our next regularly scheduled meeting in June.

Director's Report:

- Written report given and reviewed.

General Comments:

- Sean O'Leary read a thank you note from Kathy Spangler. She was the previous Office Manager in Parks & Rec. and has moved on to Youth Services.
- L. Dimock touched on NYSCA training. Recommended that it should be offered at least four times a year and possibly make it a policy.
- **S. O'Leary entertained a motion to have a Special Meeting on Monday, August 6th, 2007. Moved by C. Ferrante. Seconded by E. Kundahl.**

Meeting Adjourned:

- **L. Stephenson motioned to adjourn the meeting at 8:46 p.m. C. Ferrante seconded. Motion carried.**

Respectfully submitted,

Elizabeth Kessler