

Colchester Parks & Recreation Commission
November 5, 2007 – 7:00 p.m.
Cragin Memorial Library – Room B
Meeting Minutes

Members Present: J. Cohen, L. Dimock, N. Kaplan, S. O’Leary, S. Ashe, D. Kendrick, K. Wright, Jody Barr, BOS Liaison Greg Cordova, L. Stephenson (7:17), C. Ferrante (7:26)

Members Absent: none

Others Present: Chris Fonda, Program Assistant

Call to Order: Chairman O’Leary called the meeting to order at 7:01 p.m.

Citizen’s Comments: None

Acceptance of Minutes of the October 1, 2007 Regular Meeting: K. Wright motioned to accept the minutes of the October 1, 2007 regular meeting amending page 3, paragraph 1, to clarifying that the tree removal involved would be in the existing parking lot and the insurance rider Sue Gannon is checking on is for the parking at the Upton Road location, seconded by N. Kaplan. All members present voted in favor with S. Ashe, D. Kendrick, K. Wright, and E. Kundahl abstaining. MOTION CARRIED.

E. Kundahl motioned to move Eagle Scout Project portion of New Business to this time in the meeting, seconded by N. Kaplan. All members present voted in favor. MOTION CARRIED.

Eagle Scout Project: Chris Chabot of Troop 72 would like to build two platforms and widen the trails behind Bacon Academy track. One bridge would be 12ft and the other being 6ft with both being 5ft wide. Drainage pipes would be in sand underneath so no wetlands would be disturbed. The widening of the trails will consist of just clearing away some brush and trimming a few branches. J. Cohen said that there are areas that the town will have to address at some point because boulders will need to be removed. L. Dimock motioned to allow Chris Chabot to go forward with this project pending BOE approval, seconded by E. Kundahl. All members present voted in favor. MOTION CARRIED.

Reading of Correspondence: None

Committee Reports:

- **Facility Task Force** – N. Kaplan reported that the task force reviewed and approved a final report at their last meeting to be sent to the BOS. The report includes projects that can be bundled together by priority level as well as how some projects being done at the same time, even if at different priority levels,

could prove to be more economical. The BOS are still in favor of working with the Cody Camp Foundation to build a possible field on the Pleasant Street property.

(L. Stephenson arrived at this time. 7:17 p.m.)

S. O'Leary asked if the foundation can still go forward even if the task force recommendations and the possible reconfiguration of the Old Bacon Academy and WJMS are implemented. The foundation can proceed without the other projects.

S. Ashe motioned to accept the Facilities Task Force report, seconded by L. Dimock. All members present voted in favor. MOTION CARRIED.

- **Facilities** – J. Cohen reported that consistent signage for around the park is being looked at instead of scattered signs throughout the park. He showed an example of what would be included on the signs. S. O'Leary said that it should be added that the use of the fields for organized groups is by permit only. L. Dimock said to call 911 in an emergency should be added also.

(C. Ferrante arrived at this time. 7:26 p.m.)

N. Kaplan said that the list of what could go on the signs could be extensive so what goes on them has to be looked at realistically and include the most important information.

Which field to close next in the cycle has been discussed but it was decided that input from the sports organizations would be helpful. A meeting has been set with the organizations for November 13, 2007 at 6:00 p.m.

K. Wright motioned to accept the Facilities Sub-Committee report, seconded by L. Stephenson. All members present voted in favor. MOTION CARRIED.

- **Finance/Administration** - S. O'Leary said that both S. Ashe and D. Kendrick have terms that expire in November. D. Kendrick said she does not wish to continue. J. Barr is the first alternate and agreed to become a member.

A Park and Recreation strategic planning meeting will be held on November 14, 2007 at the Youth Center at 6:15 p.m.

N. Kaplan motioned to accept the Finance/Administration report, seconded by E. Kundahl. All members present voted in favor. MOTION CARRIED.

- **Programs** – L. Dimock reported that she went to the Haunted Hayride and it was great and was a success. The holiday house decorating contest will be judged on December 3, 2007. She would like a few people to help her narrow down the list of contestants ahead of time.

L. Stephenson motioned to accept the Program report, seconded by N. Kaplan. All members present voted in favor. MOTION CARRIED.

Old Business:

S. Ashe motioned to add Holiday display on the green, seconded by E. Kundahl. All members present voted in favor. MOTION CARRIED.

Holiday display on The Green: J. Cohen said that the tree on the green is getting too big to light. Jack Faski has a tree that he wants to get rid of and offered to let the town have it to either transplant on to the green or cut it down and use it for just this year to light for the holidays. The Historical Commission will not allow for the tree to be transplanted to the green because it is not original to the green. The commission felt that the tree from Mr. Faski would be hard to prop securely and asked J. Cohen to extend thanks for Mr. Faski for the offer but decline the tree. The small tree on the green will be the one lit. D. Kendrick motioned to accept the decorations on the green as being the small tree lit with possibly some additional lights around the gazebo, seconded by E. Kundahl. All members present voted in favor. MOTION CARRIED.

New Business

C. Ferrante motioned to add Tarps to cover the football field to the agenda under New Business, seconded by S. Ashe. All members present voted in favor. MOTION CARRIED.

J. Barr motioned to add Hunting concerns on the Colchester spur to the agenda under New Business, seconded by C. Ferrante. All members present voted in favor. MOTION CARRIED.

- **Eagle Scout Project – Chris Chabot** – moved to earlier in the agenda
- **2008 Meeting Schedule** – no meeting will be held in July 2008
- **Adult non-resident fees** - Currently non-resident players for sports leagues pay \$20 additional per person. The BOS have asked the commission to look into the possibility of increasing that cost to offset some of the maintenance costs of the field. Youth non-residents are not charged an additional fee. S. O’Leary said that the money generated by increasing the non-resident fee would not be that substantial and if the BOS were looking for a large increase in revenue then all fees for all programs should be looked at. J. Cohen recommended that no decisions be made until after the strategic planning meeting.
- **Endorsement Application Review** – Men’s softball has submitted an endorsement application. C. Ferrante motioned to accept the men’s softball application for endorsement, seconded by E. Kundahl. All members present voted in favor. MOTION CARRIED.
- **Concession Stand – Location/Schedule** – The concession stand closed down early this year because of lack of business. The location of the stand is not the best but moving it is not feasible at this time. C. Ferrante said that some feedback he had heard was that the prices were high. The fry machine is currently broken. The commission made a decision previously that no money would be spent on repairs of equipment for the concession stand due to fact that no revenue is generated from the stand. It is uncertain if Culinary Delights, who held the concession contract this year, will come back if the fryer is not fixed.

N. Kaplan motioned to recommend to the BOS to extend a renewable contract to Culinary Delights with the concession stand and equipment being as is, seconded by K. Wright. All members present voted in favor. MOTION CARRIED.

- **Tarps for the football field** – E. Kundahl asked that the football field be prepared for the winter and the tarps be put down. S. O’Leary said he tried to secure a grant for more tarps but was unable to do so.
- **Hunting concern on the Colchester spur** – A call was received from the high school track coach that said while a group of kids were running on the spur shots were heard. The shots came from a bordering property where it is legal to hunt but the shots must be fired away from the trail. The commission decided that signs should be placed on the spur warning people of the possibility of nearby hunters

Parks & Recreation Director’s Report: J. Cohen reviewed the report.

E. Kundahl motioned to accept the Park and Recreation Director’s Report, seconded by C. Ferrante. All members present voted in favor. MOTION CARRIED.

Parks & Recreation Program Director’s Report: Chris Fonda reviewed the Recreation Program Report and said that all programs are going well. Dance and Squeaky Sneakers remain very popular and are filled to capacity. N. Kaplan motioned to accept the Program Director’s Report, seconded by C. Ferrante. All members present voted in favor. MOTION CARRIED.

General Comments: None

Adjournment: C. Ferrante motioned to adjourn, seconded by E. Kundahl. All members present voted in favor. MOTION CARRIED. Chairman O’ Leary adjourned the meeting at 8:34 p.m.

Dawn LePage, Clerk