

Colchester Parks & Recreation Commission

**December 3, 2007
7:00 p.m. Town Hall
Meeting Minutes**

Members Present: J. Cohen, S. Ashe, J. Barr, L. Dimock, C. Ferrante, N. Kaplan, S. O'Leary, L. Stephenson

Members Absent: E. Kundahl, K. Wright

Others Present: Diane Kendrick, Mike Gatesman, BOS Liaison Greg Cordova, Isaac Yates, clerk E. Kessler

Call to Order:

- S. O'Leary called the meeting to order at 7:07 pm

Citizen's Comments:

- S. O'Leary took a moment to read a letter to former Commission member Diane Kendrick thanking her for her years of involvement and dedication and presented her with a gift certificate and roses from the Commission.

Acceptance of Minutes:

- *S. O'Leary asked for a motion to amend the Minutes of the Nov. 5, 2007 Meeting to add E. Kundahl in attendance and to move BOS Liaison Greg Cordova from Members Present to Others Present*
Moved by C. Ferrante
Seconded by N. Kaplan
Motion carried
- *S. O'Leary asked for a motion to accept the amended Minutes of the Nov. 5, 2007 Meeting*
Moved by C. Ferrante
Seconded by L. Stephenson
Motion carried
- *S. O'Leary asked for a motion to accept the Minutes of the Nov. 14, 2007 Workshop*
Moved by C. Ferrante
Seconded by L. Stephenson
Abstained N. Kaplan
Motion carried

Reading of Correspondence:

- No correspondence received.

Committee Reports

- **Facility Task Force:** N. Kaplan stated that this Committee is no longer active and all projects are complete.

- **Facilities:** C. Ferrante reported that they had met with specific leagues and there had been discussion with partial closure to R6 in the spring and also the fall. N. Kaplan asked if the high school had been taken into consideration for field usage and C. Ferrante said they are all clear. There was also a possibility of long-term plans of R2 closure for 2009. J. Cohen also reported that the Park Signage is ready for approval and members added that a bullet be added to “Place all trash in a trash receptacle.” Also discussed was the labeling of the lower football field as R8 and that there is no formal approval process. All members were in agreement.
 - *S. O’Leary asked for a motion to label the lower football field to R8*
Moved by L. Stephenson
Seconded by L. Dimock
Motion carried
 - *S. O’Leary asked for a motion to accept the Facilities Report*
Moved by L. Stephenson
Seconded by L. Dimock
Motion carried
- **Finance/Administration:** Nothing to report at this time.
- **Programs:** L. Dimock met with Isaac Yates, fall intern at Parks & Recreation, regarding the Holiday Decorating Contest. She stated that there was low registration probably due to the deadline being too soon and maybe not enough time for people to decorate their homes. The judging will take place after the meeting and results will be announced by the end of the week.
 - *S. O’Leary asked for a motion to accept the Program Report*
Moved by N. Kaplan
Seconded by L. Stephenson
Motion carried

Old Business: None at this time

New Business

- Chris Goodchild – Skatepark – **Tabled to our next regularly scheduled meeting**
 - *S. O’Leary asked for a motion to table C. Goodchild to our next regularly scheduled meeting*
Moved by C. Ferrante
Seconded by S. Ashe
Motion carried
- Sponsor Opportunities – 57 Fest, Spring Clean-Up – **J. Cohen stated that the 57 Fest Sponsor Opportunity was \$4,000 last year and would like to increase it to \$5,000. He would also like to add a fireworks sponsor. Spring Clean-Up has no changes and would like to send both to BoS for final review before distribution.**
 - *S. O’Leary asked for a motion to recommend the Sponsor Opportunities to the BoS for final review*
Moved by C. Ferrante
Seconded by L. Stephenson
Motion carried
- Endorsement Form Approvals – **J. Cohen stated that there were three Endorsed League Forms that were properly submitted. Commission reviewed and agreed that the Colchester Baseball League, Colchester Men’s Softball League and Colchester Youth Football should all be approved.**

- *S. O'Leary asked for a motion to accept the Sports League Endorsement Forms for all three leagues*
Moved by L. Stephenson
Seconded by S. Ashe
Motion carried

- Strategic Plan Report – **J. Cohen stated that the workshop will be focusing on the strategies of Parks & Recreation and that the next meeting is scheduled for Dec. 12, 2007 at the Youth Center at 6:15 pm.**

- *S. O'Leary asked for a motion to accept the updated Strategic Plan Report*
Moved by N. Kaplan
Seconded by J. Barr
Motion carried

Parks & Recreation Director's Report: Both reports have been combined, as A. Miazga has been out on medical leave. Report distributed for review.

- *S. O'Leary asked for a motion to accept the Director's Report*
Moved by L. Stephenson
Seconded by N. Kaplan
Motion carried

Parks & Recreation Program Director's Report: REFER to Parks & Recreation Director's Report

General Comments

J. Cohen thanked Isaac Yates, fall intern at Parks & Recreation, for his involvement with the Holiday Homecoming & House Decorating Contest. Isaac will be resuming his studies. Holiday House Decorating judging to immediately follow meeting and results will be announced by the end of the week.

Adjournment:

- *S. O'Leary motioned to adjourn the meeting at 8:06 pm*

Respectfully submitted,

Elizabeth Kessler