

## Colchester Parks & Recreation Commission

May 5, 2008

RecPlex Pavilion

6:30 p.m.

### Minutes

**Members Present:** Chairman Sean O'Leary, Jay Cohen, Norm Kaplan, Chris Ferrante, Eric Kundahl, Lynette Dimock, Lynne Stephenson

**Members Absent:** Ken Wright, Steve Ashe, Clint Williams, Jody Barr

**Others Present:** BOS Liaison Greg Cordova, Rob Scott, Chris Loskant, Tom Blakely, Tom Marrow, Sue Marrow

1. **Call to Order:** Chairman O' Leary called the meeting to order at 6:35 p.m.
2. **Tour at RecPlex:** Members toured the recplex.
3. **Citizen's Comments:** Paula McDowell, representing the Colchester Cougars, said that football had two keys but gave one back for lacrosse to use. They are now wondering if the bathroom and concession stand can be rekeyed. J. Cohen will look into the cost for this.  
Registration for football camp this year is being done through Park and Rec. There are a lot of out of town kids that play for the Cougars and will have to pay the additional out of town fee for the camp. CYF requested that Park and Rec waive the additional fee. There was concern by the commission that if it is done for one group then it will be expected by additional groups. The program is also already very inexpensive and it was felt that the charging of the additional fee would not decrease the number of registrations received. The commission's final decision was to not consider the waiving of the fee.
4. **Acceptance of Minutes - April 7, 2008 Meeting:** E. Kundahl motioned to accept the minutes of the April 7, 2008 meeting making the following changes:
  - Item 5, bullet 5: *Facilities Task Force* to *Facilities*
  - Item 6: Clarify that the new refund policy has not been implemented yet. J. Cohen was referring to the refund policy being liked in other towns and programs.
  - Item 7 g) : Correct typo of *While* to *White*
  - Item 9: Add that there was also positive feedback on the Easter egg hunt.The motion was seconded by N. Kaplan. All members present voted in favor. **MOTION CARRIED.**
5. **Reading of Correspondence:** None

#### 6. **Committee Reports**

- **Facilities:** C. Ferrante reported that a meeting had been held last week with First Selectman Hodge regarding field conditions and the expectations of the town. The meeting was to clarify what the town can do and what is welcomed to be done by other organizations. There are areas, such as the pitchers mound, that the town will prepare at the beginning of the season but will then be maintained by the baseball league.  
S. O'Leary suggested that fields R7, R8 and Bacon football field have top soil and seed put on them. J. Cohen is uncertain if there is money in the budget to allow for this or not and Bacon was just done last year. The fields will need to be closed to allow for rest whether they have topsoil and seed put on them more frequently or not. S. O'Leary pointed out that Bacon Academy cannot be closed for rest so therefore the topsoil and seeding should be done more frequently. He also said that the budget will need to be looked at more closely with perhaps more money needing to be allocated for field upkeep.

E. Kundahl motioned to accept the Facilities report, seconded by L. Dimock. All members present voted in favor. **MOTION CARRIED.**

- **Finance/Administration:** No report
- **Programs:** L. Dimock had no report but questioned if it was ok to go ahead and contact Paul Picard about an idea he has for the lighting of a holiday tree on the green. She was encouraged to do so.

(L. Stephenson arrived at this time.)

- **Skate Park:** No report.

#### 7. **Old Business**

- a. **Tracking of program refunds:** No report at this time.
- b. **Expansion of Commuter Parking Lot:** The Board of Selectmen have several questions on the commission's recommendation from the last meeting on the removal of the White Oak tree to allow for the maximum amount of parking spots. J. Cohen will be preparing a report for them that will include if the lot is being used to capacity. L. Dimock said she has a tape of the parking during game time that shows the safety issue of the current parking situation. G. Cordova said that BOS want to know why parking at the recplex can't be utilized for the football games if no other events are going on. Several of the commission members pointed out that the field is not as accessible for the recplex parking areas as it seems. S. O'Leary stressed that it must be taken in to consideration that while the tree might be a landmark and there might be many who do not want to see it taken down the tree will not take the place of a life that could be lost due to the safety issue at hand.
- c. **Light Fees:** Due to a miscalculation of the report discussion was tabled until the next meeting.

#### 8. **New Business**

- a. **P&R Job Description:** The job description was reviewed. There have been approximately ten applicants thus far.
- b. **New Commission Member Orientation:** In the past new commission members were given an orientation by the Park and Recreation Director. The orientation would include how the board operates, the duties of being a commission member, how the department operates, how the town operates, and how the town and the commission work together.
- c. **Waiving Field Usage Fee for JC Courant Baseball Team:** The JC Courant was not aware of the change in the field usage fee. The team is not part of CYB as thought and was not informed of the change. They are now going to apply to be an endorsed league.
- d. **Late Registration Fee:** J. Cohen requested approval to charge a late registration fee. He explained that it is important for registration to be done in a timely manner so the department knows if there is enough interest in a program or even to hold it. N. Kaplan motioned to implement a \$10.00 late registration fee, seconded by C. Ferrante. All members present voted in favor. **MOTION CARRIED.**
- e. **Batting Cages:** A citizen complained that he was told there was a policy and could not use the batting cage while a game was going on. C Ferrante said he was aware of complaints by this individual and would address the issue. The man had actually been asked to hit in a different direction so the ball would not get out of the cage and interfere with game play.

E. Kundahl motioned to add **Concession Stand** to the agenda as **item f.** under New Business, seconded by L. Stephenson. All members present voted in favor. **MOTION CARRIED.**

**f. Concession Stand:** The baseball league has approached the P & R Department on selling concessions near the fields as a fund raiser. The contract with Culinary Delights for the concession stand states that it is ok for additional selling to be done during special events but during regular game play would not be considered a special event. Culinary Delights says the items the baseball league is looking to sell would take away half of their business. L. Stephenson motioned to honor the contract with Culinary Delights by not allowing items to be sold by the baseball league at various locations throughout the park, seconded by L. Dimock. All members present voted in favor with C. Ferrante abstaining. **MOTION CARRIED.**

**9. Director's Report:** J. Cohen reviewed his report. C. Ferrante motioned to accept the Director's report, seconded by N. Kaplan. All members present voted in favor. **MOTION CARRIED.**

**10. Recreation Supervisor Report:** L. Stephenson motioned to accept the Recreation Supervisor's report, seconded by L. Dimock. All members present voted in favor. **MOTION CARRIED.**

**11. General Comments:** None

**12. 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 8:26 p.m.

Dawn LePage, Clerk