

Colchester Parks & Recreation Commission

**January 7, 2008
7:00 p.m. Town Hall
Meeting Minutes**

Members Present: J. Barr, J. Cohen, L. Dimock, C. Ferrante, N. Kaplan, E. Kundahl, S. O'Leary, L. Stephenson, K. Wright

Members Absent: S. Ashe

Others Present: G. Cordova, M. Gatesman, E. Kessler, C. Slocum

1. Call to Order:

- S. O'Leary called the meeting to order at 7:01 pm

2. Election of Officers: S. O'Leary stated the available positions were Chairman, Vice Chairman and Secretary

- *S. O'Leary asked if anyone would like to be elected for the position of Chairman on this Commission. S. O'Leary stated that he would like to be re-elected and asked for a motion to re-elect S. O'Leary as Chairman*

Moved by N. Kaplan

Seconded by L. Dimock

Abstained K. Wright

Motion carried

- *S. O'Leary asked if any would like to be elected for the position of Vice Chairman on this Commission. C. Ferrante stated that he would like to be re-elected and S. O'Leary asked for a motion to re-elect C. Ferrante for Vice Chairman*

Moved by N. Kaplan

Seconded by L. Stephenson

Abstained K. Wright

Motion carried

- *S. O'Leary asked if anyone would like to be elected for the position of Secretary on this Commission L. Dimock stated that she would like to be re-elected and S. O'Leary asked for a motion to re-elect L. Dimock as Secretary*

Moved by C. Ferrante

Seconded by N. Kaplan

Abstained K. Wright

Motion carried

3. Citizen's Comments:

Norm Kaplan stated that there will be a new indoor sports complex to be opened early 2009. The location will be the property abutting R4 and is currently owned by the Baldi family. More information to follow later in 2008.

4. Acceptance of Minutes:

- *S. O'Leary asked for a motion to add November 5, 2007 Minutes to the Acceptance of Minutes*

Moved by C. Ferrante

Seconded by N. Kaplan
Abstained K. Wright
Motion carried

- *S. O'Leary asked for a motion to amend and accept the Minutes of the November 5, 2007 Meeting to read as follows: on Page 2 under Finance/Administration: "S. O'Leary said that both S. Ashe and D. Kendrick have terms that expire in November." Change "S. Ashe to K. Wright." On Page 2 under Endorsement Form Approvals, change "Colchester Men's Softball League to Colchester Men's Baseball League."*

Moved by L. Stephenson
Seconded by J. Barr
Abstained K. Wright
Motion Carried

- *S. O'Leary asked for a motion to amend and accept the Minutes of the December 3, 2007 Meeting to read as follows: on Page 2 under Facilities: Change second sentence to read "N. Kaplan asked if the high school had been taken into consideration for field usage regarding R4 and C. Ferrante said they are all clear." And to add "R4 will also be closed for Fall 2008."*

Moved by N. Kaplan
Seconded by L. Stephenson
Abstained K. Wright
Motion carried

- *S. O'Leary asked for a motion to accept the Minutes of the December 19, 2007 Workshop*

Moved by C. Ferrante
Seconded by L. Dimock
Abstained K. Wright
Motion carried

5. Reading of Correspondence: No correspondence received.

6. Committee Reports

- **Facilities:** No report.
- **Finance/Administration:** S. O'Leary stated that they will be working on the budget process and they will be meeting on January 8, 2008 and January 15, 2008 from 6-7 pm in the Parks and Recreation office or Meeting Room 3.
- **Programs:** No report.

7. Old Business:

Chris Goodchild – Skatepark: Tabled to our next regularly scheduled meeting under Committee Reports as a subcommittee.

8. New Business:

8a. Strategic Plan: S. O'Leary thanked everyone involved for a very successful workshop. J. Cohen stated that the Strategic Plan is a plan that will be reviewed on a routine basis. The Commission reviewed the final copy and agreed to endorse the Strategic Plan for 2008.

- *S. O'Leary asked for a motion to endorse the 2008 Strategic Plan for Parks & Recreation*

Moved by L. Stephenson
Seconded by C. Ferrante
Abstained K. Wright
Motion carried

8b. Holiday Decorations: J. Cohen stated that he'd like to come up with a campaign or a fundraiser to raise funds for the lighting of the tree on the Town Green. L. Dimock suggested that an arborist come in and give an estimate as to how much the current tree can handle for weight of new lights or maybe purchasing a native 15ft. tree. If a new purchase is feasible, she suggested that maybe planting the new tree at the Spring Clean-Up in April. G. Cordova stated that there are safety issues with the tree and they should research it further. J. Cohen recommended that research be done soon because he'd like to have it finalized for the Spring Brochure for Parks & Recreation. L. Dimock will continue to do research and will contact the

Colchester Historic District regarding the tree. J. Cohen to contact local Tree Warden Kevin Kelly and to also research fundraising ideas.

- ***S. O'Leary asked for a motion to accept the Holiday Decorations report***
Moved by N. Kaplan
Seconded by L. Stephenson
Abstained K. Wright
Motion carried

8c. Dog Park Committee: J. Cohen stated that he had been receiving quite an interest for a dog park from the public. This suggestion had been listed in the Strategic Plan as a goal for 2008. J. Cohen stated that he'd like to put this idea into the Spring 2008 Parks & Recreation brochure to get it out to the public and that he'd like to form a subcommittee. S. O'Leary suggested that maybe it should be a subcommittee of citizens that want to get involved. Commission agreed that it should be a citizen subcommittee and suggested that J. Cohen be the Parks & Recreation Liaison to this subcommittee.

- ***S. O'Leary asked for a motion to form a dog park citizen's subcommittee and J. Cohen will be the Parks & Recreation Liaison***
Moved by L. Dimock
Seconded by L. Stephenson
Abstained K. Wright
Motion carried

8d. 57 Fest Food Vendors: J. Cohen stated that he'd like to get more food vendors for the 57 Fest, due to the long lines, and will be contacting local restaurants and caterers. L. Stephenson asked if there were any duplicate vendors and J. Cohen responded that they try not to have duplicate vendors, but would welcome the opportunity. J. Cohen stated that the vendors will also have to have a health permit at their vending site and the permit application will be made available as a link on the Parks & Recreation website soon.

- ***S. O'Leary asked for a motion to accept the 57 Fest Food Vendor report***
Moved by C. Ferrante
Seconded by J. Barr
Abstained K. Wright
Motion carried

9. Review 2008 Meeting Schedule:

Commission reviewed schedule and would like to try to hold their monthly meetings at various other town locations.

- ***S. O'Leary asked for a motion to accept the amended 2008 Meeting Schedule contingent upon approval at desired locations***
Moved by C. Ferrante
Seconded by L. Stephenson
Abstained K. Wright
Motion carried

10. Endorsement Form Approvals:

S. O'Leary stated that there are four Sport League Endorsement Applications that were received in the Parks & Recreation office and were brought before the Commission for approval.

- ***S. O'Leary asked for a motion to accept the Colchester Youth Soccer Club Sports League Endorsement Application***
Moved by C. Ferrante
Seconded by N. Kaplan
Abstained K. Wright
Motion carried

- *S. O'Leary asked for a motion to accept the Colchester Youth Lacrosse Sports League Endorsement Application*
Moved by L. Stephenson
Seconded by N. Kaplan
Abstained K. Wright
Motion carried

- *S. O'Leary asked for a motion to accept the Colchester Women's Softball Sports League Endorsement Application*
Moved by C. Ferrante
Seconded by N. Kaplan
Abstained K. Wright
Motion carried

- *S. O'Leary asked for a motion to accept the Colchester Men's Soccer Sports League Endorsement Application contingent upon receiving the original application with the raised notary seal.*
Moved by N. Kaplan
Seconded by C. Ferrante
Abstained K. Wright
Motion carried

11. Parks & Recreation Director's Report: Report passed out and reviewed. No discussion.

- *S. O'Leary asked for a motion to accept the Director's Report*
Moved by L. Stephenson
Seconded by J. Barr
Abstained K. Wright
Motion carried

12. Parks & Recreation Program Director's Report:

Report passed out and reviewed. J. Cohen publicly thanked C. Fonda, Parks and Recreation Program/Office Assistant, for a job well-done at the Holiday Homecoming. No other discussion.

- *S. O'Leary asked for a motion to accept the Program Director's Report*
Moved by C. Ferrante
Seconded by N. Kaplan
Abstained K. Wright
Motion carried

13. General Comments:

L. Stephenson asked if the drinking fountain at the recplex was going to be replaced and J. Cohen stated that yes it will be and one was already purchased. L. Dimock asked if facility use with the Board of Education had been finalized and G. Cordova responded that he would check into it. L. Dimock also recommended that copies for the commission packets be doubled sided to cut back on the amount of paper being used.

14. Adjournment:

- *S. O'Leary motioned to adjourn the meeting at 8:20 pm.*

Respectfully submitted,

Elizabeth Kessler