

Colchester and Parks Recreation

"Creating Community Through People, Parks and Programs"

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MINUTES

Colchester Parks & Recreation Commission

April 2, 2012

Town Hall, Meeting Room 3

7:00 pm

Members Present: S. O'Leary, E. Kundahl, J. Barr, L. Dimock, N. Kaplan, and L. Stephenson

Members Absent: M. Kennedy and C. Ferrante

Others Present: Cheryl Hancin, Paula McDowell, BOE Liaison John Reeve, David Dander and Chelsea O'Leary

1. **Call to Order** – Chairman O'Leary called the April 2, 2012 meeting to order at 7:02 p.m.

L. Dimock **MOTIONED** to add to the agenda as item #8 discussion and possible action on food concessions and ice cream. **SECONDED** by L. Stephenson. All members present voted in favor, **MOTION CARRIED.**

E. Kundahl **MOTIONED** to add to the agenda as item #11 discussion and possible action on endorsement application for the Colchester Soccer Club over 30/over 40. **SECONDED** by N. Kaplan. All members present voted in favor, **MOTION CARRIED.**

2. **Citizen's Comments** – none

3. **Acceptance of Minutes: March 5, 2012 Meeting Minutes** – N. Kaplan **MOTIONED** to approve the minutes of the March 5, 2012 meeting as written. **SECONDED** by E. Kundahl. All members present voted in favor, **MOTION CARRIED.**

4. **Reading of Correspondence** – S. O'Leary received correspondence from First Selectman G. Schuster stating the Board of Selectman approved the recreation commission's recommendation for the updated Sport League Endorsement Policy in addition the Board of Selectman approved the solicitation of sponsorship for concerts, Hershey track and 57 Fest and authorize the First Selectman to sign all documents related to these events. S. O'Leary also received correspondence from First Selectman G. Schuster stating he is routinely asked about the continued use of the 57 Fest name nearly seven years after the recognition occurred. He would like the Park & Recreation commission to discuss this topic and issue an advisory opinion for the Board of Selectman to consider.

5. **Recreation Manager's Report** – C. Hancin stated the new spring classes are going well. A survey was conducted of surrounding towns in regards to non-resident fees which she would like to explore reducing this fee. No changes were made to the proposed budget. Training for Activenet started on April 2nd. The software is expected to be up and running by mid May. She is continuing to work with the Colchester Community Theater regarding their relationship with Parks and Recreation.

She would like to review the notarized requirements on the indemnification forms and Sport League Endorsement Form. The bands for the summer concerts are being confirmed and sponsor letters have gone out. E. Kundahl **MOTIONED** to accept the Recreation Manager's report. **SECONDED** by L. Stephenson. All members present voted in favor, **MOTION CARRIED**.

6. Recreation Supervisor's Report (February, May, August, October) - none

7. Committee Reports

- **Facilities** – E. Kundahl stated he was informed that the tarp that was taken off R8 is ripped beyond repair. Most of the fields are already open due to the mild weather we have had. The remaining fields will be open in the near future.
- **Finance/Administration** – none
- **Programs** – none
- **BOS Liaison** – none
- **BOF Liaison** – none
- **BOE Liaison** – Board of Education Liaison John Reeve gave a brief overview of the BOE budget for the upcoming budget season. Discussion was had.

8. Discussion and Possible Action on Food Concession and Ice cream – one bid was submitted from New England Soft Serve. The members of the commission reviewed the bid. N. Kaplan **MOTIONED** to accept the ice cream bid for the concerts from New England Soft Serve. **SECONDED** by E. Kundahl. All members present voted in favor, **MOTION CARRIED**.

C. Hancin received a bid from Hummingbird Caterer for the concerts. Discussion was had. The members of the commission and C. Hancin would like more time to research this catering company. Tabled to the next Park & Recreation's commission meeting.

9. Discussion and Possible Action on Donate for Life Flag – S. O'Leary stated Peter Kupczak would like to hang the Donate for Life Flag the last two weeks in April. This would mean the POW-MIA flag would have to come down for those two weeks. J. Barr will contact the veterans group to ask their permission to take down the POW-MIA flag for those two weeks. E. Kundahl **MOTIONED** to fly the Donate for Life Flag the last two weeks in April and be forwarded to the Board of Selectman for their approval. **SECONDED** by J. Barr. All members present voted in favor, **MOTION CARRIED**.

10. Discussion and Possible Action on 57 Fest Name Change – Memo from Gregg Schuster, First Selectman – discussion was had. The members of the commission decided because of the familiarity of the name amongst other reasons to leave it as 57 Fest for now. S. O'Leary will email First Selectman G. Schuster with their decision.

11. Discussion and Possible Action on Endorsement Application for the Colchester Soccer Club Over 30/Over 40 – S. O'Leary stated they missed the sports council meeting and would like field space on Sundays from 10:00 a.m. to 12 p.m. from mid April into August. S. O'Leary gave him Lacrosse and Soccer's contact information to see if they can possibly give him field space. N. Kaplan **MOTIONED** to accept the endorsement application for the Colchester Soccer Club over 30/over 40. **SECONDED** by E. Kundahl. All members present voted in favor, **MOTION CARRIED**.

12. Discussion and Possible Action on Special Events Policy & Procedure – discussion was had and changes were made. Discussion will continue at the next meeting.

13. General Comments – E. Kundahl spoke with Lacrosse regarding the use of youth football's dumpster. This year they are going to look into hiring a staff member to clean up after the games. L. Dimock stated her concern regarding issues that are raised concerning the fields. Would it be possible to have a representative from facilities attend the meetings when needed to address these issues?

13. Adjournment – E. Kundahl **MOTIONED** to adjourn the meeting at 8:37p.m. **SECONDED** by L. Dimock. All members present voted in favor, **MOTION CARRIED.**

Note: This meeting was recorded by a digital audio recording system and is available through the Colchester First Selectman's office in accordance with the Freedom of Information Act.

Respectfully Submitted,



Gina Santos, Clerk