

Colchester and Parks Recreation

MEETING MINUTES
Colchester Parks & Recreation Commission
November 4, 2013, 7:00p.m.
Bacon Academy Media Center

HANCOCK
A. BRAY
TOWN CLERK

Hancock A. Bray

2013 NOV -6 AM 11:22

RECEIVED
COLCHESTER, CT

Members Present: S. O'Leary, N. Kaplan, L. Dimock, T. Loskant, D. O'Brien and C. Ferrante
Members Absent: E. Kundahl, L. Stephenson, K. Moody and M. Kennedy
Others Present: Cheryl Hancin, Jim Paggioli, John Reeve, Paula McDowell, Ryan Blessing, Tim Daniels, Jeff Blumberger and other citizens

1. Call to Order

Chairman O'Leary called the November 4, 2013 meeting to order at 7:01 p.m.

2. Additions to Agenda

N. Kaplan **MOTIONED** to add "Election of Officers" as item #6 and renumber agenda accordingly. **SECONDED** by C. Ferrante. All other members present voted in favor, **MOTION CARRIED.**

3. Citizen's Comments

None

4. Acceptance of Minutes: Oct. 7, 2013

N. Kaplan stated he was not at the October 7th meeting but had concerns when he read the minutes and noted that R2 field will not be closed until August 5, 2014. Discussion was had and Commissioner O'Leary stated it was decided at the last meeting to wait until August 5, 2014 to close R2 field due to a number of factors that came into play including that he was told that the field was made playable and safe. C. Ferrante **MOTIONED** to approve the minutes of the Oct. 7, 2013 with the correction that D. O'Brien stated he did not say he abstained. **SECONDED** by T. Loskant. N. Kaplan abstained. All other members present voted in favor, **MOTION CARRIED.**

5. Reading of Correspondence

Chairman O'Leary stated he received a phone call from First Selectman Schuster who wants to look into the fees for the green and will be putting something together for the Park & Recreation board members to look at. Discussion will continue at the December/January meeting.

6. Election of Officers

N. Kaplan **MOTIONED** to keep the current elected officers as follows: S. O'Leary, Chairman; C. Ferrante, Vice-Chairman; L. Dimock, Secretary. **SECONDED** by D. O'Brien. All members present voted in favor, **MOTION CARRIED.**

7. Committee Reports

- **Facilities** – J. Paggioli stated that R2 has been made safe to play, R7, R8 and Cody Camp fields have been over seeded. J. Paggioli also gave Commissioner O’Leary copies of the deed for the green and the assessor’s map which was requested as part of the research regarding the fees on the green.
- **Finance/Administration** – none
- **Programs** – none
- **BOS Liaison** – none
- **BOE Liaison** – J. Reeve stated Park & Recreation seemed to work well with the Soccer Tournament, the building project was defeated, he will not be running again as the Board of Education member but has enjoyed working with the Park & Recreation board members and he would like to see Park & Recreation continue to tie in more events with Youth Service.
- **BOF Liaison** - none

8. Discussion and Possible Action on Easter Egg Hunt – Dog Park

C. Hancin stated the Dog Park submitted a proposal to hold the third annual Easter Egg Hunt at the Dog Park on April 13, 2014 from 1:00pm to 3pm. T. Loskant **MOTIONED** to approve the Dog Park’s proposal to hold the third annual Easter Egg Hunt on April 13, 2014. **SECONDED** by N. Kaplan. All members present voted in favor, **MOTION CARRIED**.

9. Discussion and Possible Action on Endorsed League Status

S. O’Leary **MOTIONED** to approve endorsed league status to Galaxy Youth Cheerleading. **SECONDED** by C. Ferrante. All members present voted in favor, **MOTION CARRIED**. Discussion was had regarding the scheduling of the gyms at the schools and not receiving the minutes from the endorsed leagues. The program sub-committee will look into ways to enforce the endorsed leagues submit their meeting minutes. C. Ferrante **MOTIONED** to approve the new endorsement application under eligibility and primary access to scheduling where applicable (see attachment #1). **SECONDED** by D. O’Brien. All members present voted in favor, **MOTION CARRIED**.

10. Discussion and Possible Action on reviewing Concession Stand status at Rec Plex

C. Hancin stated that Subway, the current vendor at the concession stand, has a contract ending on December 31, 2013. Discussion was had. C. Ferrante **MOTIONED** not to offer Subway a renewal. **SECONDED** by T. Loskant. All members present voted in favor, **MOTION CARRIED**.

11. Discussion and Possible Action on changing the name of “57 fest”

Discussion was had and the consensus of the board members was they do not have a preference to what the name is but would like to see the celebration continue.

12. Recreation Supervisor’s Report (Monthly)

C. Hancin handed the Supervisor’s Report out to all board members (see attachment #2). C. Ferrante noted that the wreath on the sketch of the Holiday Ornament should be changed to 2013. T. Loskant **MOTIONED** to accept the Recreation Supervisor’s Report. **SECONDED** by C. Ferrante. All members present voted in favor, **MOTION CARRIED**.

13. Recreation Manager’s Report

C. Hancin read the Recreation Manager’s Report (see attachment #3). Chairman O’Leary requested an itemized budget report moving forward. D. O’Brien **MOTIONED** to accept the Recreation Manager’s Report. **SECONDED** by N. Kaplan. All members present voted in favor, **MOTION CARRIED**.

12. General Comments

None

13. Adjournment

C. Ferrante **MOTIONED** to adjourn the meeting at 8:42p.m. **SECONDED** by T. Loskant. All members present voted in favor, **MOTION CARRIED.**

Attachment: Sport League Endorsement Policy (attachment #1)
Recreation Supervisor's Report (attachment #2)
Recreation Manager's Report (attachment #3)

Respectfully Submitted,
Gina Santos, Clerk

**Colchester Parks & Recreation
Sport League Endorsement Policy**

(Approved on the November 4, 2013 by Parks and Recreation Commission)

Mission:

To encourage and promote youth development and adult recreation as the primary goals of community sports programs, and to facilitate the responsible use of fields and facilities.

Eligibility*:

- *Non-profit organization*
- For youth leagues, at least 75% of league participants must be Colchester residents.
- For adult leagues, at least 50% of league participants must be Colchester residents or taxpayers, or employed in Colchester.
- Established policies that promote proper youth development as primary goal of league. (youth sports only)

* Endorsed eligibility and requirements are over and above standard field use policies.

Requirements:

- Submission of league regular meeting agendas and minutes to the Parks & Recreation Commission through the Department.
- Initial NYSCA certification of all coaches. (youth sports only)
- Background checks of all coaches, and volunteers who have direct contact with children. (youth sports only)

Benefits:

- Free use of fields.
- Primary access *to scheduling, where applicable.*

Procedure for Endorsement:

- Initial application to Parks & Recreation Commission (PRC).
- Re-approval every 3 years, or sooner if change in league leadership.
- PRC member may serve as liaison to endorsed league.

Colchester Parks & Recreation
Sport League Endorsement Application
(Approved on 11/4/13 by the Parks and Recreation Commission)

Name of Organization: _____

Organization Address: _____

City, State, Zip: _____

Phone (Day): _____ Phone (Evening): _____

Email: _____

I, the undersigned, as representative of the listed league, request Endorsement of the league, and do hereby testify that the league meets (or will meet prior to the start of the season) all requirements of being an endorsed league, as defined in the Sport League Endorsement Policy, including, but not limited to:

Eligibility*:

- *Non-profit organization*
 - For youth leagues, at least 75% of league participants must be Colchester residents.
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Authorized Representative: _____

Title: _____

Affiliation: _____

Signature: _____ Date: _____

For Office Use Only

Date Received: _____

P&R Comm: ___ Approved ___ Denied

League Notified: _____

Recreation Supervisor's Report October 2013

Programs:

- Fall programs continue to run as session one has ended and session two has begun for many programs.
- The Free Trial Class coupon continues to be a great way for people to try a class before registering. Instructors are working on unique ways to promote their programs.

Special Events:

- The Scarecrow Decorating Contest was a great success with 6 more scarecrow scenes than last year's contest. The entries were amazing this year!!
- Trick O' Trunk was very well attended with well over 1,000 trick o' treaters. We received great suggestions from a few residents and have invited them to join the Fall Events Committee.

Day Camp:

- Preliminary themes, special events, guests and trips have been planned for the 2014 season. As a member of the CRPA Camps and Playground Committee I have been visiting potential new places for trips each month. The committee is working on negotiating a CRPA group admission rate.

Upcoming:

- 11th Annual Ghost Run 11/2
- CRPA Conference November 25 & 26
- Ornament Design/Sales received first proof from the manufacturer
- Holiday Homecoming 12/7
- New York on Your Own Bus Trip 12/17 (2 busses)
- Winter 2014 Colchester Connection to be delivered in the Riverast on November 29

Respectfully Submitted,

Anita Pizzutiello

Manager of Parks and Recreation

Monthly Commission Report

November 4, 2013

Holiday Ornament

We would like to get them out for sale by the end of November. See sample from the printer.

57Fest Name Update:

We have been named the 8th best town in the small town category by Money Magazine. Due to this new designation, the 57Fest committee looked at the name again and came up with following options as both the committee and the First Selectman thought it would be a good time to change it.

The options are:

Colchester Fest
September Fest
Fall Fest
Colchestival

Program Fund Update: See Attachment.

Colchester Dog Park

The Committee is looking to schedule its Easter Egg Hunt Fundraiser on April 13 from 1-4pm at the Dog Park. They are still looking for new committee members and are looking to do additional fundraisers.

Colchester Community Theater

Show dates for this year's show "Les Miserables" is February 14, 15 and 16

Colchester Civic Orchestra

CCO has set a date for the FALL POPS CONCERT in October went well. They will be performing at Holiday Homecoming on Dec. 7 at the Federated Church which is a nice addition to the event. CCO is still looking for a new treasurer.