

Colchester Parks & Recreation Commission
Meeting Minutes
November 5, 2018
Cragin Memorial Library
Norton Room B @ 7:00PM

Members Present: K. Kundahl, K. Moody, T. Bruni, M. Pulse, N. Kaplan and L. Stephenson

Members Absent: B. Kniska and S. Langelo

Others Present: Recreation Director T. Quinn and Clerk J. Campbell

- RECEIVED
COLCHESTER,
2018 NOV -9 PM 1:26
1. **Call to Order** – Meeting was called to order at 7:03 PM by chair E. Kundahl
 2. **Additions to the Agenda** – No Additions
 3. **Acceptance of Minutes: October, 2018** – N. Kaplan MOTIONED to move the approval of the October Meeting minutes to December, SECONDED by L. Stephenson. All members voted in favor. MOTION CARRIED.
 4. **Reading of Correspondence** – T. Quinn handed out the letter she received from the Colchester Farmer's Market regarding the permit fees for the 2018 Season. She also provided the Commission with the past history of the Farmer Market. T. Quinn also explained that per the Town Charter the Commission does not have the authority to discount any prices. The decision is now in the hands of the BOS. This issue has brought about many questions. T. Quinn wants the Department and Commission to get back to what the charter allows and to then build from there through the proper channels, including the special event and field reservation processes.
 5. **Committee Reports**
 - **Facilities** – N. Kaplan asked when the concession stand contract is up. T. Quinn stated that the contract is up currently and the concessioner has been asked to remove all equipment from the concession stand to allow for work to be completed on the building. Input has been requested for the new RFP and a new contract will be going out for Bid in 2019. The commission shared past experiences and new ideas.
 - **Finance/Administration** – No Reports
 - **Programs** – November 7th is the deadline for image suggestions for the Christmas Ornament. Some suggestions are the D.A.R. Building and the new William J. Johnson school building. Lynn agreed to send a photo.
 - **BOS Liaison** – No one present
 - **BOF Liaison** – No one present
 - **BOE Liaison** – No one present
 6. **Recreation Department Reports**
 - **Recreation Specialist** – No Report
 - **Recreation Supervisor's** – Colchester Connections should be published by 11/23/2018. Holiday Homecoming will be 12/1/2018. Several new events are scheduled for the winter season. Ginger Bread House contest, scavenger hunt, and trivia at Inishmor. New York on your own is full. There will be a waiting list for a second bus. Summer Camp 2019 is already in the planning stages. K. Moody MOTIONED to accept the Recreation Supervisor's Report, SECONDED by N. Kaplan. All members present voted in favor. MOTION CARRIED.
 - **Recreation Director's** – T. Quinn announced the Volunteer of the Month Award. Starting in 2019 the Recreation Department will accept nominations for Colchester Organizations, groups, businesses, schools and individuals for Volunteer of the Month. Sponsorship Opportunities for 2019 has been published. Recreation is looking for sponsors for the various events hosted by the Recreations Department. There are 6 arches to be sponsored on the Town Green. T. Quinn presented the Commission members with the Sports Council Mission and Department Role. Discussion was had regarding continuing to have the Sports Council Meetings and what is to be discussed within these meetings. T. Bruni MOTIONED to accept the Recreation Director's Report, SECONDED by K. Moody. All members present voted in favor. MOTION CARRIED.
 7. **Citizen's Comments** – No Comments
 8. **Adjournment** – N. Kaplan MOTIONED to adjourn the meeting at 8:00 PM, SECONDED by K. Moody. All members present voted in favor. MOTION CARRIED.

Respectfully Submitted,

Joanie Campbell, Clerk