



# TOWN of DEEP RIVER

## Parks & Recreation Commission

### Meeting Minutes

August 8th, 2012

Vice-Chairperson, Kevin Crosby, called the meeting of the Deep River Parks and Recreation Commission to order at 7:33 pm on Wednesday, August 8, 2012 at Town Hall. Chairperson, Janice Kmetz arrived at 7:50 and chaired the meeting from that point on. Members present were, Mary-Elizabeth Massey, Cathy Smith, Miriam Morrissey, Tracy Woodcock, and Carol Jones. Those members absent were: Jason Mercer, Don Sampson, Tania Crosby, Sarah Tulledge, Kelley LaCoske, Betsey Scholfield, Dave Berardis, Peter Woodcock Sr., Grace Petroka and Sarah Kateley.

**Audience of Citizens-** There was one. Ms. Stephanie Award attended the meeting as she is considering becoming a member of the commission. Award has not yet been appointed.

**Secretary's Report-** The motion to accept the secretary's report was made by Massey and seconded by T. Woodcock. The motion was passed unanimously.

**Treasurer's Report-** Morrissey presented the treasurer's report. The line item for 'parks' is overspent for this fiscal year, 2012-2013 due to the large expenditure of money for the new bathrooms at Devitt field. Morrissey will speak to D. Smith regarding this. Summing up 2011-2012 fiscal year, water line item was over in 2011. This line item was not increased as P & R had requested for 2012-2013. Also, P & R had asked for an increase in the line item for seasonal programs but it was not approved. The director salary line was also over spent in 2011. This line item was increased as the director's hours were increased to 20 hrs. per week in 2012-2013. The motion to accept the treasurer's report was made by C. Smith and seconded by K. Crosby. The motion was passed unanimously.

#### **Old Business-**

- a. Summer Concerts: The concerts have started and have been well received thus far. The weather has not caused any cancellations thus far.
- b. Carnival: The committee met and decided that next year they would form sub committees broken down by task, such as advertising, entertainment, etc. as it would make it easier for planning. Jones was asked to write a thank you note to Imperial Shows for a job well done.
- c. Summer Program: The program is almost over and has gone well. Positive feedback thus far on the camp and staff from parents and school staff. Jones will write thank you notes to the back pack program as they awarded three scholarships to the camp which afforded three children with a camp experience. Jones made a motion to spend up to \$200.00 on an end of year pizza party and gifts for counselors and staff. Woodcock seconded the motion and it was passed unanimously.



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- d. 5K Run/Walk and Fun Run: The flyers are done and are being mail out by Crosby. Jones had Essex printing make up 30 color posters to advertise the event. Members to distribute. K. Crosby is approaching area merchants for sponsorships. Jones will approach the merchants on North Main Street. Jones reported that gorilla graphics has designed the shirt for the 2012 race and that they want to become a sponsor. The overall price of the shirts is therefore very inexpensive. Crosby will call the race timer, Jim Ford, @ 1-203-804-2947 to secure his services for the race. Kmetz will call the fire police and law enforcement personnel concerning the race day traffic and crowd control. Crosby will send out an email asking all members to sign up to help.
- e. Family Day/Fireworks: The deposit has been sent in and the date is secured. Jones to check on the live entertainment set up for the music at Plattwood.
- f. Movies: Movies started on Friday night, August 3<sup>rd</sup>. Mary Poppins was shown. The turnout was much higher than in years past and word of mouth, posters distributed to the parks and recreation summer camp and newspaper advertising as well as the signs outside town hall and at Devitt field were credited with getting the word out. On August 10th there will be a double feature of *The Muppet Movie* and *Jaws*, and then on August 17<sup>th</sup>, Dr. Seuss's, *The Lorax* will be shown. Hungry Hal's will be at Plattwood to offer food during the movies. If the movie needs to be cancelled, Crosby will call Jones who will make sure the announcement gets put up on the town's web site.
- g. Plattwood Park: The cruise nights with the antique and collectible cars held on Tuesday nights at Plattwood have been very successful. Crosby reported that the group would like to plan to be there in 2013 as well. Massey made a motion to allow the misfit cruisers to use the park for their cruise nights in 2013. Morrissey seconded the motion. The motion was passed unanimously.
- h. The food vendor, Hungry Hal's, has been on site and selling food. The commission has received a check for \$300.00 representing 10% of the profits from Eric Nelson, the proprietor of Hungry Hal's as per our agreement.
- i. Devitt Field: The new restrooms that are ADA compliant are nearly completed. The floors have been installed. The hot water heater and new sink have not yet been installed. Jones will be placing the order for the new swings and chains early next week.
- j. Town Landing/Dock: The Deep River Garden Club will be removing the overgrown bushes and shrubs by the gazebo when the weather cools.
- k. Brockway Ferry: No report.
- l. Easter Egg Hunt: No report.
- m. Fishing Derby: No report.
- n. Halloween: No report.



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- o. Holiday Stroll: No report.
- p. Basketball: Berardis will be stepping aside this season as other commitments have come up. T.Woodcock will take over the program this season with help from other members. A meeting will be set up with Berardis, T.Woodcock and others to organize and plan this season's program.
- q. Bus Trips: The upcoming bus trip to the NY Yankees vs. Toronto Blue Jays still has 5 seats remaining. The trip is scheduled for Tuesday, August 28<sup>th</sup>.
- r. Membership: There are still openings on the Commission.
- s. Fundraising: No report.

#### ***Other Old Business:***

The six cigarette waste receptacles have been received. The town crew will install 2 at each of the three town parks.

The new park use rules written for Plattwood Park were mailed out to all members. Upon discussion, members requested more time to review the draft of the rules and so the issue was table until the September meeting.

#### ***New Business:***

Morrissey made a motion to adjourn. Crosby seconded the motion. The motion carried. The meeting was adjourned at 8:44pm.

The next meeting of the Parks and Recreation Commission is Wednesday, September 12th, 2012 at 7:30pm.

Respectfully Submitted,

*Carol Jones, Director & Acting Secretary Parks and Recreation*