

TOWN OF EAST WINDSOR
PARKS AND RECREATION COMMISSION

REGULAR MEETING
January 9, 2012

Draft Document – Subject to Commission Approval

The Regular Meeting was called to order by Commissioner Szymanski at 6:06 p.m. in the Parks and Recreation Office at the East Windsor High School, 76 S. Main Street, East Windsor, CT.

PRESENT: Chairman Szymanski, Commissioners Balch and Bancroft, Park Director Maltese, Board of Selectmen Representative Jim Richards and Mary Lou Morell from the Park Office.

ABSENT: Commissioner Simpkins

GUESTS: None

ESTABLISHMENT OF QUORUM:

A quorum was established as three commission members were present.

PUBLIC PARTICIPATION:

None

APPROVAL OF MINUTES:

MOTION: To APPROVE minutes of November 14, 2011 Regular Meeting as written.

Balch moved/Bancroft seconded/VOTE: In Favor: Unanimous

OLD BUSINESS:

- a. BMX Skate Park

No discussion this evening.

- b. East Windsor Dog Park

No discussion this evening.

- c. Parking Rail Installations

The parking rails have been installed at the East Windsor Park and Osborne Field locations. The Town Hall Annex project will start in the spring after the repaving of the parking lot has had time to settle.

OLD BUSINESS (continued):

d. East Windsor Lions Club Request

No discussion this meeting.

NEW BUSINESS:

a. Financial Accounts Review

Director Maltese handed out the latest Budget by Department which was Reviewed and accepted.

Director Maltese stated that one grounds maintainer has been retained to assist with the clean up at the parks and schools due to the storm damage from Storm Alfred. The hours committed to this task will be submitted to FEMA for reimbursement to the Town. All other line items are on target for this time of year.

b. 2012-2013 Budget Requests

Director Maltese stated that the Budget requests are due January 10, 2012 but she has received an extension to Wednesday, January 11, 2012 should additional time be needed to adjust figures at Commissioners' request.

Given the economy, a level services budget is being requested which Director Maltese feels the Department can continue to operate accordingly.

MOTION: To APPROVE the 2012-2013 Budget as presented.

Balch moved/Bancroft seconded/VOTE: In Favor: Unanimous

c. Senior Project Proposal

Park Director Maltese helps many seniors throughout the year with their Community Volunteer projects to fulfill their graduation requirement.

Mackenzie Hykel, a senior, is requesting the use of East Windsor Park on a Saturday or Sunday in March as a central location for a Breast Cancer Walk project. The route of the walk has not been determined as of this date. Ms. Hykel needs approval of the location to finalize her plans and complete her project for graduation.

NEW BUSINESS c) (continued):

MOTION: To ACCEPT Ms. Hykel's proposal as presented to utilize East Windsor Park in March as a central location for a Breast Cancer Walk.

Bancroft moved/Balch seconded/VOTE: In Favor: Unanimous

Director Maltese stated that Ms. Hykel will come to a future meeting to advise the Commission of her final plans.

d. Storm Update

Director Maltese reported there was no structural damage at East Windsor Park, only extensive tree damage. Many trees fell into the water around the back perimeter of the reservoir. Supervisor Tetro is working with assistance of Public Works for the clean up with the priority being to get the "hangers" down. At Warehouse Point Park two trees went down in the back creek but it will be necessary to wait until the ground freezes in order to get heavy equipment to the location without damage to the park grounds. The schools will next be accessed and addressed.

e. 2012 Fee Schedules

The Commissioners reviewed the 2011 Fee schedule for Pavilion rental charges; East Windsor Park season pass fees, gate admissions and swim lesson rates. After discussion it was voted:

MOTION: To MAINTAIN the 2012 fees for Pavilion rentals, East Windsor Park season passes, gate admissions and swim lessons at the same rate as 2011.

Balch moved/Bancroft seconded/VOTE: In Favor: Unanimous

f. East Windsor Youth Basketball Contribution

A request is made of East Windsor Youth Basketball to continue with a \$700 contribution to the league for janitorial costs to support this program.

MOTION: To CONTINUE the \$700 annual contribution to the East Windsor Youth Basketball League as a contribution to janitorial costs.

**Balch moved/Bancroft seconded/VOTE: In Favor: Balch and Bancroft.
Sustained: Szymanski**

NEW BUSINESS (continued):

g. Park Director's Report

Director Maltese stated that the Spring and Summer brochures are being developed at this time in order to get the information out early for summer camp and swim lessons. She is devising a Welcome packet of information for the Pre-K program which will be distributed after the February vacation.

Director Maltese reported that is reviewing the wording on program registration and waiver forms as it pertains to liability and make any appropriate changes.

Programs for spring are Pee Wee Soccer, Zumba and Yoga.

Director Maltese informed this Commission that she and Lori Titus, the part-time Parks and Recreation Assistant, are joining forces to honor those East Windsor residents that are presently deployed in the military. There presently are 5 residents on active duty. Activities will be scheduled to support those individuals with the assistance of the Senior Center and Town Departments. There will be intergeneration programs to include senior citizens and school children alike to support the soldiers and their families. There will be a bulletin board at the Town Hall with information on the 5 deployed soldiers; the Veteran's Commission will have a parade, Community Day participation and solicitation from the Community for support for the troops.

Director Maltese reports that the on-line program registration process with Webster Bank is well received by the parents who welcome the convenience.

A Department Manual is being created, at the request of the First Selectmen, to identify tasks and how to complete them. Lori Titus is working on the programming aspects of the Department and Mary Lou Morell is responsible for the financial/administrative side of the Department. The completed manual will be presented to the Commission at the February meeting.

Director Maltese will be attending the CIP meeting at Town Hall on January 12, 2012.

Leagues/Abbe Road Soccer Complex /Broad Brook Pond Park/ East Windsor (Reservoir) Park/Pierce Memorial Park (Windsorville)/Prospect Hill Park (Warehouse Point)/ Warehouse Point (Osborn Field) Park:

No discussion this evening.

CORRESPONDENCE:

None

MISCELLANEOUS:

APPROVAL OF BILLS:

There was no signing of bills at this meeting.

ADJOURNMENT:

MOTION: To ADJOURN meeting at 7:00 p.m.

Bancroft moved/Balch seconded/VOTE: In Favor: Unanimous

Respectfully submitted, _____
Mary Lou Morell
Recording Secretary