

TOWN OF EAST WINDSOR
PARKS AND RECREATION COMMISSION

REGULAR MEETING
March 12, 2012

Draft Document – Subject to Commission Approval

The Regular Meeting was called to order by Commissioner Szymanski at 6:02 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 (arrived at 6:17 p.m.), Bancroft and Simpkins; Park Director Maltese; Board of Selectmen Representative Jim Richards (arrived at 6:13 p.m.) and Mary Lou Morell from the Park Office.

ABSENT: No one

GUESTS: None

ESTABLISHMENT OF QUORUM:

A quorum was established as four commission members were present.

PUBLIC PARTICIPATION:

None

APPROVAL OF MINUTES:

MOTION: To APPROVE minutes of January 9, 2012 Regular Meeting as written.

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

OLD BUSINESS:

a. BMX Skate Park

No discussion this evening.

OLD BUSINESS (continued):

b. East Windsor Dog Park

Director Maltese discussed issues at the Park. The Dog Park will be closed from March 16, 2012 to May 19, 2012 for park improvements. Tree stumps will be ground; reseeding will take place, installation of benches, address wet entranceways and tree plantings.

MOTION: To APPROVE Dog Park improvements.

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

c. East Windsor Lions Club Request

No discussion this evening

NEW BUSINESS:

a. East Windsor Little League

Joe Pellegrine of 114 Rye Street, Broad Brook addressed the Commissioners on behalf of East Windsor Little League. The organization looked at all the facilities and how they are used to determine if improvements are necessary or possible close some areas. Joe presented to the Commissioners a report identifying the various locations and suggested corrective actions.

LET THE RECORD SHOW THAT JIM RICHARDS JOINED THE MEETING AT 6:13 P.M.

Discussion took place regarding the facilities at Broad Brook Elementary School and Warehouse Point Park fields and the needs and improvements the organization would undertake and those needing addressing by Public Works.

LET THE RECORD SHOW THAT CHER BALCH JOINED THE MEETING AT 6:17 P.M.

NEW BUSINESS a) East Windsor Little League (continued):

Director Maltese informed Mr. Pellegrine that a Certificate of Insurance and a signed Volunteer Waiver Form for each volunteer must be presented to the Parks and Recreation Department prior to the start of work. A schedule of work will be required for Parks and Recreation and Public Works Departments.

Mr. Pellegrine also stated there are plans this year to train coaches for consistency.

b. Financial Accounts Review

Director Maltese handed out Budget by Department reports for February 8, 2012, February 23, 2012 and March 8, 2012.

Director Maltese stated that the FEMA Application been submitted by the Town for Storm Alfred. Any funds received for Parks and Recreation expenses will go back into part-time salary line item.

The funds from Storm Irene have been received. This was a 3-month process turn-around.

MOTION: To APPROVE the Financial Reports as presented.

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

Director Maltese informed the Commissioners of two issues with CIP, Non-recurring accounts:

Account #0477 – Osborn Field

\$8,200 for the parking rail project was charged to CNR and not CIP. That will be corrected.

Account #0479 - \$26,800 was charged to this account for the purchase of a new mower through Public Works Department.

The money in CNR is for specific projects. Director Maltese would like to combine all fund accounts in CNR together to be used for site improvements. She will have a meeting with the First Selectman and the Treasurer to reclassify the money.

NEW BUSINESS b) Financial Accounts Review (continued):

MOTION: To RECLASSIFY various Parks and Recreation current CNR line items into one line item for Parks and Recreation, site Improvement, in Fund 8.

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

c. Senior Project Proposal

Director Maltese reported that the Breast Cancer Walk will take place on March 24, 1212 at 9:00 a.m. from East Windsor Park. The route has been established and will begin and end at the Park. Other than using the Park as a gathering area, no other facilities will be used.

d. 2012 Field Use Fee

Director Maltese asked that the 2012 Field Use Rental Fee be established. In the past the fee was \$50 per game without consideration for resident/non-resident groups. After discussion the following was decided:

**MOTION: To APPROVE the 2012 Field Use Rental Fee as follows:
Resident groups \$50/game; Non-Resident groups \$75/game.**

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

e. Park Director's Report

Park Director Maltese informed the Commission that the Panther Plunge will be held Saturday, March 17, 2012 at East Windsor Park at 1:00 p.m. Pippin & Sons has donated the port-a-lets; the Booster Club/Safe Graduation will sell snacks and bottled water is needed.

The East Windsor High School Alumnae Basketball games will be held Friday, March 16, 2012 at the EWHS. The Girls' game is at 6:30 p.m. and Boys' game is at 7:30 p.m. Officials are needed for that night. There will be an ice cream social in the cafeteria following the games.

Director Maltese reported that the Town was secured service contracts to address various needs. Parks and Recreation must use these vendors for projects going forward.

NEW BUSINESS e) Park Director's Report (continued):

Director Maltese informed the Commission that the Department is continuing with the phasing in of projects. Derek & Sons will be addressing concrete pads in this phase II as follows:

Warehouse Point Park: bleacher pads at Girl's field and
Field #2

Abbe Road Soccer Complex: bleacher and player pads

EWP – Pavilion: concrete walkway around the perimeter of
each pavilion

After discussion, the Commission asked Director Maltese to secure additional bids and share the costs with the Commissioners via email.

**Leagues/ Broad Brook Pond Park/ Pierce Memorial Park
(Windsorville)/Prospect Hill Park (Warehouse Point):**

No discussion this evening.

CORRESPONDENCE:

None

MISCELLANEOUS:

None

APPROVAL OF BILLS:

Bills were signed by Commission Simpkins.

ADJOURNMENT:

MOTION: To ADJOURN meeting at 7:09 p.m.

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

Respectfully submitted, _____
Mary Lou Morell
Recording Secretary