

TOWN OF EAST WINDSOR
PARKS AND RECREATION COMMISSION

REGULAR MEETING
January 14, 2013

Draft Document – Subject to Commission Approval

The Regular Meeting was called to order by Commissioner Szymanski at 6:01 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 Simpkins; Park Director Maltese and Mary Lou Morell from the Park Office. Also Board of Selectmen Representative, James Richards.

ABSENT: No one

GUESTS: None

ESTABLISHMENT OF QUORUM:

A quorum was established as three commission members were present.

PUBLIC PARTICIPATION:

None

MOTION: To GO OUT OF AGENDA ORDER to New Business, Disc Golf presentation.

Szymanski moved/Balch seconded/VOTE: Unanimous

NEW BUSINESS:

a. Disc Golf

Brian Donnelly addressed the Commission to consider installing an 18 hole Disc Golf Course, possibly along with a cross country running trail, on Town property on the south side of Reservoir Road (formerly Kogut property). Mr. Donnelly expressed the popularity of the sport, described the equipment, the layout of the course and maintenance required.

LET THE RECORD SHOW THAT JIM RICHARDS ARRIVED AT 6:07 P.M.

The proposed course is 5,000 feet; the pole baskets are about \$350-\$400 each and are galvanized steel; the discs are smaller and more durable than a standard frisbee and are inexpensive to purchase.

NEW BUSINESS/a) Disc Golf (continued):

Jim Richards, Selectman representative, raised questions as to fundraising, community hearing/mailings to adjoining land owners, is this the best use for passive recreation, signage issues and vandalism.

Director Maltese stated that the next step would be to meet with the Town Planner to see if this activity fits in the design plan for this land use. Should the project move forward it needs to be presented to the Planning & Zoning Commission, the Inland/Wetlands Commission, would require an 824 referral for land improvements and if all approved back to the Selectman for consideration.

Director Maltese will set up a meeting with Lori Whitten, Brian Donnelly and herself to discuss the feasibility of this activity moving forward. Director Maltese requested Mr. Donnelly come back to the Parks & Recreation Commission after this meeting for further direction.

MOTION: To RETURN TO AGENDA ORDER.

Simpkins moved/Balch seconded/VOTE: Unanimous

ADDED AGENDA ITEMS:

No added agenda items.

APPROVAL OF MINUTES:

MOTION: To APPROVE minutes of December 10, 2012 Regular Meeting as written.

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

OLD BUSINESS:

- a. BMX Skateboard Park

No report this evening.

- b. East Windsor Dog Park

No report this evening.

- c. Seasonal Reports

Director Maltese handed out reports comparing revenue and expenses for the last three years for the East Windsor Park Snack Bar and Summer Camp program.

NEW BUSINESS:

b. Financial Accounts Review

Director Maltese distributed the most recent report dated January 10, 2013 and stated the department is on target for this time of year. She is presently working on the 2013-2014 Budget.

c. East Windsor Parks Pavilion and Field & Facility Use Fees

Director Maltese handed out a Facility Use Comparison report for various department activities and Pavilions at East Windsor Park.

The Commission first discussed the fees for Pavilion rentals at East Windsor Park. After discussion:

MOTION: To MAINTAIN present Pavilion fees.

Balch moved/Simpkins seconded/VOTE: Unanimous

The Commission then discussed fees charged for the Men's Softball League. After discussion:

MOTION: To MAINTAIN present fee structure.

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

The next discussion was for Field Use Fees for any outside league or adult league, which is presently \$50/per game. These fees are retained by the Department and are used to upgrade and enhance the property/facilities.

Director Maltese suggests increasing the fee due to demand and in keeping with fees charged by other Towns. After discussion:

MOTION: To INCREASE the per game charge to \$75.00.

**Balch moved/Simpkins seconded/VOTE: In Favor: Balch and Simpkins
Abstained: Szymanski**

The Commission then discussed the fee for use of the Town Hall Annex facility. It presently is being used for Zumba which is an 8-week session at a fee of \$400 per session (\$50 per week). After discussion:

MOTION: To MAINTAIN the current usage fee for the Town Hall Annex.

Balch moved/Simpkins seconded/VOTE: Unanimous

NEW BUSINESS (continued):

d. Park Director's Report

Director Maltese distributed the 2013 Meeting Schedule as the Commission will meet only every other month. Should the need arise, a Special Meeting can be scheduled with a 24-hour notice to post the Agenda for topics of discussion.

Director Maltese distributed her proposed 2013-2014 Budget for the Commissioners review and approval. The directive is to submit a zero percent increase, or stated otherwise, maintain the current budget level. The 2013-2014 Budget is due at the Selectman's Office by Friday, January 18, 2013. After discussion:

MOTION: To SUBMIT the 2013-2014 Budget as proposed by Director Maltese to the Selectmen.

Simpkins moved/Balch seconded/VOTE: Unanimous

Director Maltese informed the Commissioners that 2013 Panther Plunge will be held on Saturday, March 16, 2013 at East Windsor Park. It was scheduled this day as it is the day after the with the Alumni Basketball game to make it a great weekend for East Windsor.

Director Maltese advised the Commissioners of the issues at the High School as they pertain to the password protected use of the copier, fax machine and the need for a key fob on all school doors for access. These actions were instituted by the Board of Education and the Parks Department has not been contacted regarding these changes. Director Maltese has made the First Selectman aware of these issues and her concerns as they relate to the Department.

MOTION: To ACCEPT the Park Director's report as presented.

Simpkins moved/Balch seconded/VOTE: Unanimous

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

No discussion this evening.

CORRESPONDENCE:

None

MISCELLANEOUS:

None

APPROVAL OF BILLS:

Bills were signed by Commissioner Simpkins.

ADJOURNMENT:

MOTION: To ADJOURN meeting at 7:20 p.m.

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

Respectfully submitted, _____
Mary Lou Morell
Recording Secretary