

TOWN OF EAST WINDSOR
PARKS AND RECREATION COMMISSION

SPECIAL MEETING
September 8, 2014

Draft Document – subject to Commission Approval

The Special Meeting was called to order by Chairman Szymanski at 6:07 p.m. in the East Windsor High School, Cafeteria, 76 S. Main Street, East Windsor, CT.

PRESENT: Chairman Szymanski, Commissioners Bagdikian and Simpkins; Park Director Maltese and Mary Lou Morell from the Park Office.

ABSENT: Commissioners Balch and Leach.

ESTABLISHMENT OF QUORUM:

A quorum was established as three commission members were present.

APPROVAL OF MINUTES:

MOTION: To APPROVE minutes of July 14, 2014 Regular Meeting as amended to add APPROVAL of the minutes of March 10, 2014 Special Meeting.

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

OLD BUSINESS:

a. BMX Skateboard Park

No Report

b. East Windsor Dog Park

No report.

c. Disc Golf

Brian Donnelly addressed the Commissioners regarding Disc Golf. The Vernon course opened last week which is a well laid out course. The Board of Education in Tolland has purchased baskets for their course as Disc Golf will become a gym activity.

OLD BUSINESS/c. Disc Golf (continued):

Mr. Donnelly is asking for approval of a course in Town – either on the former Kogut property or at East Windsor Park which would be a scaled down 9-hole course. This is a great passive activity and gets citizens to enjoy being outside without communication devises.

Commissioner Simpkins stated that East Windsor Park would be his preferred location for the course and Chairman Szymanski reiterated this is a good starting point.

NEW BUSINESS:

a. Little League

Brian Feeney addressed the Commission to report that the numbers for Little League increased this year from 170 to 202. Mr. Feeney presented the Commission with an information sheet detailing the registration from 2008-2014; Field Improvements; Field Maintenance & Improvements (by Town); On Field Accomplishments & Positive Changes and an Improvement Plan for 2015.

The Little League Association would like approval to implement the following 2015 Improvement Plans at Warehouse Point Park and East Windsor Park:

A. Announcer's Booth for Field #4 at Warehouse Point Park

MOTION: To APPROVE the installation of an open air booth for Field #4 at Warehouse Point Park upon Little League seeking all proper approvals from the Town.

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

B. Storage Building at Warehouse Point Park by the left corner of the WPCA parking lot, similar to a Kloter shed, to house equipment and pitching machines. Electricity may be added at a later time.

MOTION: To APPROVE the installation of a storage shed, up to 12'x14' in size, by the left corner of the WPCA parking lot.

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

C. Move a set of bleachers from Field #2 at East Windsor Park to Field #6 at Warehouse Point Park. Little League is not requesting a pad be poured and the bleachers will be moved 6' to 8' every other week for mowing purposes.

NEW BUSINESS/a. Little League (continued):

MOTION: To APPROVE the moving of a set of bleachers from East Windsor Park to Warehouse Point Park with Parks and Recreation retaining ownership of the bleachers and should Parks & Recreation have a Need for these, they will be taken back.

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

F. Ball Field #1 at East Windsor Park – Skin the infield and add base plugs at 60' so the field is suitable for Little League softball. Town would skin the field and Little League would pay for the base plugs.

MOTION: To APPROVE skinning of Ball Field #1 at East Windsor Park at the expense of the Town and Little League to pay for the base plugs.

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

G. Add benches and fencing for Field #3 at Warehouse Point Park – Little League to fund the fence expense and Town to install benches that are in storage.

MOTION: To APPROVE Little League installing fencing around Field #3 at Warehouse Point Park and the Town installing the benches that are presently in storage.

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

b. Financial Accounts Review

Director Maltese handed out the August month-end report for 2014-2015. She explained there was consolidating of some line items.

The 2013-2014 Year-end Budget was also distributed. The Department returned \$20,138 to the Town as the Department worked within its budget means. Being that our needs are seasonal, it's tough to accurately pinpoint expenses. There were several unbudgeted expenses such as repairs to the EWP Snack Bar refrigerator and freezer.

The Budget process for 2015-2016 is changing as reported by the Town Treasurer and has not been detailed as yet.

MOTION: To ACCEPT the financial reports.

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

NEW BUSINESS/ (continued):

c. Park Director's Report

Director Maltese reported that the Fall Programs schedule is in Draft #2 and is going into Draft #3. Once finalized the Program schedule will be distributed to the schools and place on the web site. The Winter Program schedule will be out in about a month before she departs on maternity leave.

The Town has a new web site format which is consolidated, concise and more user friendly. She recommends visiting the site to become familiar with all it has to offer.

Director Maltese has met with the State DEEP to assist with control of algae in the reservoir at East Windsor Park. Permits will need to be obtained to address the conditions as the State of Connecticut is very strict in dealing with these matters.

Director Maltese stated that the Summer Camp program had great participation with 6 out of the 7 weeks full. Only one day did the campers have to go to an alternate location due to weather related conditions. She had a great group of staff and held training and in-service drills several times throughout the summer.

The Abbe Road Soccer fields are rented for the fall. Travel Soccer is using the fields along with fields at the High School.

The Treasurer, Kim Lord, is establishing new policies and procedures which will be easier to understand and resident friendly. These may be enacted while Director Maltese is out on maternity leave.

Director Maltese has been seeking quotes for CIP. She is working with a splash pad vendor for a design and quote for an installation at East Windsor Park. This style of application would not require a lifeguard be on duty.

She is also seeking quotes for dredging waterways at Broad Brook Pond and East Windsor Park and repair of the drainage pipe at the Reservoir at East Windsor Park.

Director Maltese is working on the Annual Report which is changing its format and will look more like a year-book style with more pictures, more statistics and pictures of all parks along with their addresses.

The annual Budget process is coming up which will be due to the Selectmen in January. The new budget process has not yet been communicated.

NEW BUSINESS/c. Park Director's Report (continued):

Director Maltese stated she will be out on maternity leave in about 3 weeks and will be out until the first of the year. The question is: will a November meeting be held. Chairman Szymanski will monitor the need and will coordinate with the Office staff should a meeting be scheduled.

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

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

Leagues/Pierce Memorial Park (Windsorville)/Prospect Hill Park (Warehouse Point/Warehouse Point (Osborne Field) Park:

No discussion this evening.

d. 2015 Meeting Dates

Director Maltese distributed a proposed meeting schedule for 2015.

MOTION: To ACCEPT the 2015 Meeting Schedule as presented.

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

CORRESPONDENCE:

Director Maltese stated she received a Thank You letter from the East Windsor Boy Scouts for a season pass to East Windsor Park as a donation to their Blue and Gold Raffle.

MISCELLANEOUS:

Director Maltese reported that the East Windsor Hall of Fame Induction Dinner will be on Friday, November 21, 2014 at the Nutmeg Restaurant, East Windsor.

APPROVAL OF BILLS:

Bills were signed by Commission Simpkins.

ADJOURNMENT:

MOTION: To ADJOURN meeting at 6:55 p.m.

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

Respectfully submitted,

Mary Lou Morell
Recording Secretary