

TOWN OF EAST WINDSOR
PARKS AND RECREATION COMMISSION

REGULAR MEETING
March 9, 2015

Subject to Commission Approval

The Regular Meeting was called to order by Chairman Szymanski at 6:00 p.m. in the Parks and Recreation Office, 76 S. Main Street, East Windsor, CT.

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

ABSENT: Commissioner Balch.

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 12, 2015 Regular Meeting as written.

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

ADDED AGENDA ITEMS:

None

OLD BUSINESS:

- a. BMX Skateboard Park

No Report

- b. East Windsor Dog Park

Park Director Maltese stated that the Dog Park group is requesting Saturday, October 3, 2015 for their Annual Barktoberfest Event. They are considering Sunday, October 4, 2015 as a rain date.

The Dog Park group held a Christmas gift wrapping fundraiser last December and is donating a pet CPR mask, from the proceeds, to both the Warehouse Point Fire Department and the Broad Brook Fire Department.

OLD BUSINESS/ (continued):

c. Disc Golf

No report.

d. 2014 Operating Season Report

Park Director Maltese handed out two reports that were tabled from the previous meeting. The reports were reviewed and discussed. Director Maltese stated that there is no interest in a Men's Softball League and Little League has expressed an interest in using the East Windsor Park Ball Field, however nothing is finalized as yet.

MOTION: To ACCEPT the 2014 Season Reports.

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

NEW BUSINESS:

a. East Windsor Park Gate Admission Fees

Park Director Maltese reviewed with the Commissioners the current gate pricing at East Windsor Park. After discussion it was motioned:

MOTION: To INCREASE the East Windsor Park gate admission for all non-residents to \$5.00 per person. Resident fee to remain at \$2.00 per person.

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

LET THE RECORD SHOW THAT JIM RICHARDS LEFT THE MEETING AT 6:17 P.M.

b. Field Rental Pricing

Park Director Maltese stated that the present fee to rent fields at both the East Windsor Park Ball Field and the Abbe Road Soccer Complex is \$75/game. She suggested that the fee be raised to \$100/game due to demand for the fields, which are used mostly by leagues and play anywhere from 8 – 10 games each. Funds collected in the past have been used to purchase necessary equipment such as a scoreboard at Abbe Road. She would like to now fund lights at Abbe Road.

MOTION: To INCREASE game fee to \$100 per game.

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

c. Contribution to East Windsor Youth Basketball Program

Park Director Maltese presented an annual request for a \$700 contribution to the East Windsor Youth Basketball Program to assist with program expenses.

MOTION: To APPROVE a \$700 contribution to the Est Windsor Youth Basketball Program to assist with program expenses.

Simpkins moved/Leach seconded/VOTE: In Favor: Commissioners Bagdikian, Leach and Simpkins. Abstained: Commissioner Szymanski.

MOTION: To go OUT OF Agenda Order.

Simpkins moved/Leach seconded/VOTE: Unanimous

e. Park Director's Report: Kid's Fishing Derby

Park Director Maltese stated that the 2015 Kid's Fishing Derby will be held on Saturday, May 2, 2015 at East Windsor Park. As the Parks and Recreation Department co-sponsors this event with the Broad Brook Angling Club, she is requesting a contribution of \$250 toward fishing derby prizes.

MOTION: To APPROVE a contribution of \$250 to the Broad Brook Angling Club for Fishing Derby prizes.

Simpkins moved/Leach seconded/VOTE: Unanimous

MOTION: To RETURN to Agenda Order.

Simpkins moved/Leach seconded/VOTE: Unanimous

LET THE RECORD SHOW THAT CHAIRMAN SZYMANSKI LEFT THE MEETING AT 6:25 P.M.

d. Financial Accounts Review

Park Director Maltese handed out the current Department Budget Report and stated that the Budget is now condensed into 8 line items instead of the previous 17 line items. All town departments have these same 8 line items as well.

Park Director Maltese also handed out the current CNR (Capital – non recurring) Fund report. The CIP (Capital Improvement Plan) money after 6/30/2014 rolls into the CNR Fund to be held for same item expenditure at a later date. The "Security" line item is for security camera at East Windsor Park; the "Renovation" funds are for the East Windsor Park Pavilions; and the "Grounds" funds are long standing funds.

NEW BUSINESS/d. Financial Accounts Review (continued):

Park Director Maltese handed out the 2015-2016 Budget for the Department, as approved by the Selectmen, to be submitted to the Board of Finance. The part-time salary line item was reduced by \$39,468 which represents grounds part-time salaries that will be moved to the Public Works Department where the Supervisor of these employees is allocated. The Selectmen approved a 25-hour employee, with benefits, for an Aquatics Supervisor but would then cut a current part-time office position. This would require a redesigning of tasks of office personnel. Director Maltese is considering not implementing this position at this time.

e. Park Director's Report

Park Director Maltese informed the Commissioners that she has established social media through Facebook and twitter accounts. By doing so it reduces flyer copies and allows us to move into a paperless society. We are now able to send out email blasts on programs and instant notification of cancelled classes, etc. to program participants' parents.

Park Director Maltese stated that under the Selectman's Town Budget for IT, there are funds approved for a registration software package for the Department. Webster Bank has discontinued their on-line registration relationship with the Town and we will utilize the Sportsman SQL system, which is an on line point and pay system. The cost for system implementation and training is \$4,295 with a \$1,537 annual maintenance cost. The program will prepare registration, complete class rosters, book/reserve venue location and submit an accounting. Registrations will also continue to be accepted in person in the office or via mail.

Park Directed Maltese reported that one lifeguard, 3 camp counselors and most of the snack bar/gate house staff will not be returning. New Hire applications started March 2, 2015 with minimum wage to start, or more with experience.

Summer Camp will be a 5-day a week camp this year as requested by most parents. All trips and entertainers have been planned. Camp registrations will begin on May 1, 2015. Fees and hours are as follows:

9:00 a.m. - 3:30 p.m. \$120/resident; \$130/non-resident
7:30 a.m. – 5:00 p.m. \$130/resident; \$140/non-resident

Park Director Maltese stated that there will be no Panther Plunge due to the snow pack and frozen reservoir. She will consider an alternative program to fund the East Windsor Fuel Bank. Possibly a movie night at East Windsor Park.

New program – Family Safety Day in conjunction with the East Windsor Police Department to be held on Saturday, May 16, 2015 from 10:00 a.m. to 3:00 p.m. on Rye Street between the Broad Brook Elementary School and the East Windsor Town Hall. The event will run rain or shine. The section of Rye Street between Broad

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

Brook Elementary School and the Town Hall will be shut down. In the event of rain, activities will be moved indoors at the School and Town Hall. Venues will include:

- Smoke hour trailer demonstration
- Car seat safety checks
- Bike rodeo – helmets required
- Booster Club/PTO – refreshments
- Disc Jockey
- Town trucks
- Police Department vehicles
- Fire Equipment

Park Director Maltese stated she is a member of HAT (Hung Action Team). The Five Corner Cupboard shelves are bare and they are limiting distributions to needy families. Nineteen families have been added in need since January alone. Donations are desperately needed. All of the November Scout drive donations have been depleted.

The Annual Easter Event will be held on Saturday, March 28, 2015 at the Broad Brook Elementary School at 1:00 p.m. There is a request on the event flyer for participants to bring a non-perishable food item to the event to be donated to the Five Corner Cupboard.

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

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

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

No discussion this evening.

CORRESPONDENCE:

None

MISCELLANEOUS:

None

APPROVAL OF BILLS:

Bills were approved by Commission Simpkins.

ADJOURNMENT:

MOTION: To ADJOURN meeting at 6:59 p.m.

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

Respectfully submitted,

Mary Lou Morell
Recording Secretary