

TOWN OF EAST WINDSOR  
PARKS AND RECREATION COMMISSION

SPECIAL MEETING  
September 28, 2015

Subject to Commission Approval

The Special Meeting was called to order by Chairman Szymanski at 5:59 pm in the Parks and Recreation office, 76 S. Main Street, East Windsor, CT.

**PRESENT:** Chairman Szymanski, Commissioners Bagdikian, Leach and Simpkins; Director Maltese; A. Irene Mosher from the Park Office.

**ABSENT:** Selectman Richards

**ESTABLISHMENT OF QUORUM:**

A quorum was established as four Commissioners were present.

**APPROVAL OF MINUTES**

**MOTION: To APPROVE minutes of July 28, 2015 Special Meeting as written**

**Leach moved/Bagdikian second/VOTE: In Favor: Unanimous**

**OLD BUSINESS:**

- a. BMX Skateboard Park  
No report.
- b. East Windsor Dog Park

Barktoberfest will be held this Saturday, October 3, 2015 although there is a possibility of rain in which case the event may be moved to October 10, 2015.

**NEW BUSINESS:**

- a. Financial accounts Review

The Expenditure Budget Report was reviewed by the Commissioners. Director Maltese stated that most of the expenditures for this department come at the end of the fiscal year.

**MOTION: To ACCEPT the financial report as presented.**

**Leach moved/Simpkins second/VOTE: In Favor: Unanimous**

- b. Park Directors Report

Director Maltese reported that some of the numbers for East Windsor Park were down this summer. She is working on ideas to draw more people into the park and asked that Commission

Members give some thought to what might be done to increase the usage of the park. The DPW keeps the Park in beautiful condition and it is a shame that more people do not avail themselves of the facility. Some of her thoughts on increasing the usage are: possibly lift the ban on non-residents, lower fees, or have a free day similar to Community Day. The Department is making use of social media to advertise what programs are being offered. It was pointed out that the number of in ground home pools has increased which would affect the numbers at the Park. The Director stated that she is asking again this year for an Aquatic Person who would work to improve the numbers at the Park and would also allow more programs.

The snack bar ended in the black this year. After Barktoberfest, the soda company will take back the remaining soda and the machine and give the department a credit.

The Director reported that there were 80 children in summer camp which produced \$40,000 in revenue. This revenue pays for the staffing, buses and all supplies. There were a high number of special needs children this year. A one on one worker was hired for a child on the Autism Spectrum thus providing this child with a great summer. There were 10 CITs per week. Two CITs who had completed training were hired as camp staff and did a great job.

Director Maltese presented a copy of her annual report for the Parks and Recreation Department. She included pictures for the park for which this department is responsible. As part of the First Selectman's sign project there will be signs at each park which will include the address of the facility.

There were 218 meals served during the Summer Meals program. CRT aided in the ordering process as to the number of meals necessary to adequately serve each day. Since the funding for meals for CRT is only for children, St. John's Church and Scantic Church funded parent meals which helped increase the overall numbers. Next year the Director would like to see a meal site in Broad Brook as well as the site in Warehouse Point.

Capital Requests:

Bath room upgrades: At Osborn Field on South Water Street to provide an ADA compliant facility. And add a unisex ADA compliant bathroom to the snack bar to meet the new standards and codes required to open the park to the public

Replace the existing basketball court at Pierce Park in Windsorville.

Replace the existing drainage structure at East Windsor Park

A wish list project: to add a zero depth all-inclusive water feature for everyone to use at East Windsor Park.

The Point and Pay cloud based software has been approved and will be installed in the next few weeks. This software will allow people to sign up on line for programs and for use of the Pavilion at East Windsor Park. People using the system will be able to use their credit cards both

online and in the office. The use of this software will lessen the amount of foot traffic in the office.

The financial software being used in other Town departments will be installed in this department in the near future.

**Abbe Road Soccer Complex/Broad Brook Pond Park/Prospect Hill Park (Warehouse Point)**

No discussion this evening.

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

**Leach moved/Simpkins seconded/VOTE: In favor: Unanimous**

c. 2016 Meeting Dates.

Director Maltese distributed a proposed meeting schedule for 2016.

**MOTION: To ACCEPT the Meeting Schedule as presented**

**Leach moved/Bagdikian seconded/VOTE: In favor: Unanimous**

**CORRESPONDENCE:**

Director Maltese stated that she received a Thank YOU letter from the East Windsor Boy Scouts for the donation of a season pass to East Windsor Park.

**MISCELLANEOUS**

None

**APPROVAL OF BILLS**

Bills were approved by Commissioner Simpkins.

**ADJOURNMENT:**

**MOTION: To AJOURN meeting at 6:42 PM**

**Simpkins moved/Bagdikian seconded/VOTE: In favor: Unanimous**

Respectfully Submitted,

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Alma Irene Mosher  
Recording Secretary