

TOWN OF EAST WINDSOR  
PARKS AND RECREATION COMMISSION

SPECIAL MEETING  
November 10, 2015

Subject to Commission Approval

The Special Meeting was called to order by Chairman Szymanski at 6:03 PM in the Parks and Recreation office, 76 S. Main Street, East Windsor, CT

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

**ABSENT:** Commissioner Simpkins

**ESTABLISHMENT OF QUORUM:**

A quorum was established as three (3) Commissioners were present.

**APPROVAL OF MINUTES**

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

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

**OLD BUSINESS:**

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

**NEW BUSINESS**

- a. Financial accounts review

The Expenditure Budget was reviewed by the Commissioners. Director Maltese stated that since we are now working in the new on line electronic accounting system, she is now able to generate the reports herself which makes them available to her in real time. Also there is no longer the need to do hand written reports. The new system also gives access to the CNR (Capital Non-Recurring) accounts.

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

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

c. Park Directors report.

Director Maltese stated for the record her thanks to Jim Richards for his service to the Parks and Rec department.

The Halloween event held October 28, 2015 at East Windsor High School was successful. This was a combined effort with the East Windsor PTO. The Park and Rec Department provided the candy, helped with set up and decorations. There were 267 children in attendance. Also, Dr. Kane came and gave out candy. The evening included music in the gym, food in the cafeteria, "Trick or Treating" in the hallway and the evening ended with a costume parade and judging by age groups. There were 15 young people who came to help with the event and also earn hours toward their community service. The Parks and Rec Department has given a \$350 donation to the PTO which is part of the \$3 gate fee collected for each child. Both groups are looking forward to next year.

The Dance program is up and running with an additional 12 children over last year. It is good to see younger children in the program as several of the children had aged out. The dance recital will be May 14, 2016 at East Windsor High School.

Director Maltese attended a class dealing with Youth First Aid Mental Health. She stated that the book received and the instruction in the class was meant to give her skills in dealing with youth in crisis. The cost of the class was provided through the ERASE Affiliation.

Director Maltese is submitting the application for the ERASE grant. The funds are used for programs that deal with mental health issues and substance abuse. The grant this year will be \$3009 up from \$2400 received last year. Funds are used for things such as Community Day, Wellness fair, speakers and programs.

The Parks and Recreation Department donated a basket, which included a certificate for one week of Summer Camp, to the Graduate and Celebrate Auction. Last year the basket sold for \$275.

Director Maltese stated that the department is in the final stages of preparing the new registration software to go on line. The Director has finished her training. Lori and Irene will still need to complete their training. In the new system, the registrants will be able to use credit cards both on line and in the office. Residents will be able register for all programs as well as pavilion rentals. Eventually, the Director hopes to be able to offer the system to other programs such as soccer and basketball. For

these programs as check would be cut to them at the end of their registration period. It will also track family participation in the different programs. The Director is looking into getting Wi-Fi at the park so that people register for programs there and also pay gate fees etc. The big first step will be Wi-Fi availability in the Park. This system will also help to limit foot traffic in the Park and Recreation office particularly during school hours.

The Park and Recreation staff have been briefed on lock down procedures in the school. In order to provide more security, all persons coming to the Park and Recreation Office during school hours will need to enter the building through the main entrance and be escorted to the office. People are also being encouraged to just use the drop boxes which are available in several locations.

Director Maltese stated that Santa Clause and the Parks and Rec Department will team up again this year. Santa will be making phone calls on December 8 between the hours of 5 and 7 pm to children who have been registered by their parents.

The House decorating contest will be done again. Director Maltese is hoping to get at least 10 business to participate this year. Registrations are due December 11.

The Torch Light Parade and Carol sing will take place on December 19. The parade will step off from East Windsor Middle School at 5:30 PM and proceed to the Broad Brook Fire Department. There will be a carol sing at the fire department, Santa will be welcomed and hot chocolate and donut holes will be served. Food donations for 5 Corner Cupboard will be accepted.

The annual Open Skate will be held on December 19 at Enfield Twin Rinks from 12-2 pm. The cost will be \$5 per person. This is for East Windsor residents only.

Director Maltese stated that this year's winner of the Scarecrow contest was Valentina Stanton who dressed her scarecrow to be her twin. There was a tie for the employee entrants. The Treasurer's office and the Senior Center will each received a pizza lunch.

Director Maltese stated that there will be a light breakfast for Denise Menard, the outgoing Frist Selectman, on Friday from 9am to 12 noon.

**Abbe Road Soccer Complex/Broad Brook Pond Park/Pierce Memorial Park (Windsorville)/Prospect Hill Park (Warehouse Point)/Warehouse Point (Osborne Field) Park -** No report

**MOTION: To ACCEPT the Director's report as presented:**  
**Bagdikian moved/Leach second/VOTE: In favor: Unanimous**

d. EW Youth Basketball

**MOTION: To table discussion of donation to East Windsor Basketball until the January meeting.**  
**Leach moved/Bagdikian second/VOTE: In favor: Unanimous**

**CORRESPONDENCE**

None

**MISCELLANEOUS**

The fire truck bounce house will be sold to the Warehouse Point Fire Department for \$900 pending board approval at the end of the month.

**APPROVAL OF BILLS**

Bills were approved by Commissioner Bagdikian.

**ADJOURMENT**

**MOTION: To AJOURN MEETING AT 6:34 pm**  
**Bagdikian moved/Leach second/Vote: In favor Unanimous**

Respectfully Submitted

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Alma Irene Mosher  
Recording Secretary