

TOWN OF EAST WINDSOR
PARKS AND RECREATION COMMISSION

MEETING
January 11, 2016

Subject to Commission Approval

The Meeting of the Park and Recreation Commission was called to order by Chairman Szymanski at 5:58 PM in the Parks and Recreation office, 76 S. Main Street, East Windsor, CT

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

ABSENT: Commissioner Leach, Liaison Selectman Pippin

ESTABLISHMENT OF QUORUM:

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

APPROVAL OF MINUTES

MOTION: To APPROVE minutes of November 10, 2015 Special Meeting as written

Simpkins 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. Little League 2016 Plans and Requests
Brian Feeney, President of East Windsor Little League reported that in 2015 the League's membership remained steady. They were able to install a shed at Osborn field for storage. He stated that registration is open for the 2016 season and they are hoping to increase participation by having free clinic for 5-8 year old, although it is tough to get gym time since the Broad Brook gym is presently not available. The winter clinics have just started with 22 boys and 14 girls participating.

The League would like to see the following improvements for the fields: 1. Batting Cages which they hope to fund via a grant of \$14,000. If they do not receive a grant

Town of East Windsor
Parks and Recreation Commission
Regular Meeting, January 11, 2016

then the League would try to build them in house. 2. Softball announcer Booth which was approved by the Park Commission but as yet has not been built. Plans have been filed with Building Department with the hope of building later this year 3. Need to improve the condition of the Broad Brook field prior to the start of the season.

b. Youth Soccer 2016 Plans and Requests

Mary Hevner, President of East Windsor Youth Soccer stated that US Youth Soccer is changing the size of the field for each age group. This would mean 2 teams on the smaller fields and 3 teams on the larger fields. The field at the Middle School needs to be made game ready and nice for the game. The fields at Osborn can be set up when the fields are lined and it is the intention of the league to get pop up goals for the younger groups. The League intends to use the fields at Scout Hall starting April 1st, weather permitting. They are receiving bids for training in August – similar to Challenger Sports but hopefully a little less costly. They are also interested in being sure to work on continuing to bring up the youngsters from Tiny Tots Soccer. The league is planning a big soccer day in the fall.

c. 2016-2017 Budget

Director Maltese stated that the Parks and Recreation budget for fiscal year 2016-2017 has been turned in. She stated that she will meet with the First Selectman on Tuesday, January 12, 2016. The budget will then go to the Board of Selectman, be reviewed by the Board of Finance and finally to a town vote for approval.

Director Maltese stated that since she has been here the programs have increased by 80% and the number of participants by 92%. Since this department has never gone over the actual budget allotted to them, she feels justified in requesting an additional full time person who would: 1. Help with meetings that are required 2. Coordinate Youth activities and hopefully be able to reach out to the new youth center in town 3. Revamp the aquatic program.

There are salary increases due to the raise in minimum wage to \$9.60 per hour. With this increase it is necessary to increase other positions that start above minimum wage by an equal percentage. The increased are necessary to stay competitive with other Park and Recreation Departments. The Director's salary is contractually increased.

Other increases in the budget are minimal to account for the increase cost of doing business.

Town of East Windsor
Parks and Recreation Commission
Regular Meeting, January 11, 2016

The Capital request of \$5000 are all for safety reasons. The parks are in needs of better signage especially for first responders who may not be familiar with the area. AED machines are needed at East Windsor Park. The Park is in need of the algae to be removed. The Director stated that after meeting with contractors, it was decided that the best option would be the use of copper sulfate solution. This would require the Park to be closed for one day.

The Director stated that the department will continue to work within the amount of money that is allocated.

MOTION: To APPROVE the Fiscal year 2016-2017 budget
Bagdikian moved/ Simpkins second/VOTE: In favor: Unanimous

- d. 2016 Pricing and Use Fees
Director Maltese reviewed the pricing for East Windsor Park.

MOTION: To APPROVE maintaining the same pricing as the previous year.
Simpkins moved/ Bagdikian second/VOTE: In favor: Unanimous

- e. 2016 East Windsor Park Operating Season
Director Maltese stated that the Park would be operating the same dates as in the past, June starting with weekends and full weeks July to August 23. She stated that there would be some usage of the park pavilions on weekends prior to June.

MOTION: To APPROVE maintain the same dates of operation for East Windsor Park as the previous year.
Bagdikian moved/ Simpkins second/VOTE: In favor: Unanimous

- f. Financial accounts review
Director Maltese stated that we are now able access our financial reports directly from the AccuFund system. This will make it easier to know exactly where the department stands financially. The Commissioners were given an updated print out of the report. The bulk of the departments spending will come in the spring and early part of the summer. One expense is the replacement of 10 picnic tables that have gone missing.

MOTION: To ACCEPT the financial report as presented.
Simpkins moved/ Bagdikian second/VOTE: In favor: Unanimous

Town of East Windsor
Parks and Recreation Commission
Regular Meeting, January 11, 2016

g. Park Directors report.

Director Maltese stated that she is beginning the process to hire staff for the summer. A letter has gone out to all staff from last year requesting their intentions to return or not. The Director stated that she is hoping to retain as many as possible from last year, but knows that the "Y" in Ellington is giving stiff competition. The full hiring process will begin on March 1, 2016.

Director Maltese state that we are already getting calls for camp and for the Pavilion rentals.

The afterschool programs at Broad Brook School are going well as is the Dance program. The Dance recital will be May 14, 2016 at East Winsor High School. The Babysitting training held at the Middle school in November was a success. An Easter Breakfast with the Easter Bunny is being planned with the Rotary Club. It will be held at East Windsor High School from 8:30 am to Noon on March 19, 2016. The cafeteria and the gym will be used for this event. The breakfast is to raise money to help children be able to attend camp.

The Peak Software which is a cloud based program will soon be up and running. This program will facilitate the handling of registrations for all programs. It will also enable the department to accept payments via credit card. Once the program is completely functioning, it will be offered to other groups such as Little League, Youth Soccer and Youth basketball to facilitate their registration process.

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

No report.

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

CORRESPONDENCE

None

MISCELLANEOUS

- a. EW Youth Basketball – tabled until next meeting
- b. East Windsor Athletic Hall of Fame

Town of East Windsor
Parks and Recreation Commission
Regular Meeting, January 11, 2016

Director Maltese stated that she is looking for nominations for the East Windsor Athletic Hall of Fame, Class of 2016. She stated that the nominee must be out of school for a minimum of 5 years. They must have displayed good sportsmanship, integrity and good character during their coaching, playing or contributor years.

APPROVAL OF BILLS

Bills were approved by Commissioner Simpkins.

ADJOURMENT

MOTION: To AJOURN MEETING AT 6:59 pm
Simpkins moved/Bagdikian second/Vote: In favor Unanimous

Respectfully Submitted

Alma Irene Mosher
Recording Secretary