

TOWN OF EAST WINDSOR  
PARKS AND RECREATION COMMISSION

SPECIAL MEETING  
November 5, 2018

Subject to Commission Approval

The Meeting of the Park and Recreation Commission was called to order by Chairman Szymanski at 6:00 PM in the Parks and Recreation office, Town Hall Annex, 25 School Street, East Windsor, CT

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

**ABSENT:** None

**ESTABLISHMENT OF QUORUM:**

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

**APPROVAL OF MINUTES**

**MOTION: To APPROVE minutes of September 10, 2018 Special Meeting as written**

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

**OLD BUSINESS:**

- a. East Windsor Dog Park  
Barktoberfest was held on October 6, 2018. The director has asked that the Commission approve the donation of \$600 from the funds raised at the snack bar on the day of the event. This would cover 2016, 2017 and 2018.

**MOTION: to Approve donating \$600 to the Dog Park.**

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

**NEW BUSINESS**

- a. Financial Accounts Review  
The Commissioners were given a copy of the account balances to date. The director stated that budget season is approaching. She stated that she is not asking for any additional people this year but rather possibly more funds in line item Site Improvement. The signs at each of the parks need to be replaced with new signage that would include the address. She stated that the freezer in the snack bar at East Windsor Park will need to be replaced. It will be necessary to purchase an

commercial freezer to meet Health Department standards. There is also a need for a new, larger ice machine. The ice machine that is currently in the snack bar cannot keep up with the demand. A professional landscaping company will be needed to keep the Veterans Park looking its best. DPW will continue to do the mowing but the bushes etc. in good condition. The Director state that she has 3 quotes for this service which will cost between \$2300 and \$3000 each year.

- b. 2018 Meeting Dates – These meeting dates were confirmed for the coming year
- c. EWPTO Contribution  
Director Maltese stated that \$427 were taken in at the Halloween even and asked the Commission approve a donation of \$250 to the PTO who provided volunteers and snacks. Because of their help, it was not necessary to pay workers at the event.

**MOTION: To approve the donation of \$250 to the PTO.**

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

- d. Director Maltese asked the Commission approve a donation of \$500 to EW Youth Basketball.

**MOTION: To approve the donation of \$700 to EW Youth basketball.**

**Simpkins moved/Bagdikian second/VOTE: In Favor – 2; Abstaining – 1 Motion carried**

- e. Park Director's Report - The Commission Members were given copies of Director Maltese's CIP project requests.
  - a. Expansion and renovation of fields. The purpose of this project is to expand and renovate park sports fields. Over the last 10 years, request to use the fields have increased. The current fields have never been put on a rotation schedule which would allow for fields to be rested and/or resodded in areas of need. The total cost of this program would be \$500,000 spread over 5 years at \$100,000 per year.
  - b. Basketball Court Expansion at East Windsor Park. The purpose of this project is to expand and restructure the basketball court at. This court is currently the most used court in town and with the expansion would allow for a number of groups and individuals to use the court. Summer and Fall leagues could be hosted with a double court to allow for us to rent them out and bring in revenue for the town. The total cost of this project would be \$151,030 spread over 2 years.
  - c. Playground Replacement – The purpose of this project is to bring all playgrounds up to code and meet the newest safety standards to ensure proper play and safety for all users. Because of the age of the current

equipment, it is difficult to find replacement parts. Phase 2 of the Boundless Playground is long overdue. Playgrounds at Pierce Park and Prospect Hill Park as well as smaller amenities at EW Park also need to be updated to proper standards and then maintained. The total cost of this project is \$300,000 spread over 5 years.

The Commissioners were given November and December calendars showing all the upcoming events. The Director stated that the schools have gone paperless, thus not allowing fliers to be sent home with the children. Everything is now put on the parent portal. Some of the program vendors are concerned about limited exposure. The Director plans to keep statistical data for 6 months and then revisit the issue.

The North Pole Connection will be held on Tuesday, December 11<sup>th</sup>.

The Torch Light Parade and Carol sing will be held on December 22. The High School choir will once again be on hand as well as the brass quartet.

The Director stated planning has begun for the spring and summer programs.

**CORRESPONDENCE**

None

**MISCELLANEOUS**

**APPROVAL OF BILLS**

Bills were approved by Commissioner Simpkins

**ADJOURMENT**

**MOTION: To AJOURN MEETING AT 6:34 pm**

**Simpkins moved/ Bagdikian second/Vote: In favor Unanimous**

Respectfully Submitted

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Alma Irene Mosher  
Recording Secretary