

February 9, 2004

Chairman Sheila Anson called the meeting to order at 7:05p.m.

Present: Sheila Anson, Lisa Easter, Holly Haas, Ray Reich, Joan Gauthey, Lou Magnoli, Tim Cook (later in meeting), Mary Anne Greene (secretary) and Kathy Gollow (Selectmen's Assistant).

Minutes: To accept the minutes of the January 12, 2004 meeting as presented by Holly Haas, seconded by Lou Magnoli and unanimously approved.

Sheila Anson began the meeting explaining that Kathy Gollow was present to discuss the Parks and Recreation proposed budget for 2004-2005 and asked that the minutes reflect congratulations to Kathy and her family on the birth of Charles Brian Coffey.

I. OLD BUSINESS:

a. Budget: Parks and Rec have submitted a proposed budget request to the Selectmen for consideration for 2004-2005. Kathy Gollow was present this evening to discuss the budget and to go over any questions the Selectmen had. Broken down the areas of discussion are as follows: **Salaries:** The Summer Recreation Program salary line indicates a large number of counselors. Lisa Easter explained there are 3 directors (the program director, pre-k director and arts and crafts director); 15 counselors and 7 CITs. Last year's enrollment was approximately 60 children (3 to 1 ratio). The commission was asked to review with Courtney Dohman (Director) if this number of counselors was necessary.

Groundskeeper: More hours have been requested. The commissioners feel this is required - especially in the spring - when the hours are needed to get the fields and walking path ready for the season. **Boat ramp attendant:** This item went slightly over budget mostly due to the fact that Hank Vallely put in more hours than budgeted for to accommodate residents to get their boats off the lake in the fall. The possibility of putting Hank on salary as opposed to paying him by the hour was discussed and asking him to be firm with a deadline when boats need to be off the lake. **Programs:** Holiday in the Depot and Youth Baseball went slightly over budget last year. Suggestion made to remind coaches to use purchase orders and to turn in equipment at the end of the season to avoid purchasing unnecessary equipment.

Bus Trips: "Start up" money requested in this line. Lisa explained that monies are needed to purchase tickets and reserve busses prior to people signing up and paying. As there is money left in the recreation checking account in this area, it was suggested that perhaps this could be used for "start up" and then if this gets low next year because of poor sign ups etc., it could be requested again in the Town budget. **ASAP:** The Town of Washington has given \$5000 annually to this program as does Roxbury and Bridgewater. Will most likely do again. The Rec Commission does not feel this should be in their budget - should be the Town's. Kathy explained that the Selectmen also feel that it may be time to ask JoAnne Torti (ASAP Director) to either hire someone else to do the bookkeeping (Mary Anne Greene currently does this and is taking time away from her Selectmen duties) and/or to suggest it is time for the program to be on it's own. (This subject will be discussed further in these minutes.) **225th**

Celebration: Lisa and Sheila explained this item was included in the budget for Parks and Rec's participation in the celebration -not as general funding for the celebration. **Parks and Maintenance:** Lisa explained that the mowing figure is higher as previous year's bills were not received regularly and a true cost was not clear. It now is. Joe Fredlund offered to break down for the Selectmen what the \$5700 will cover for the River Walk Pavilion. Under Bowling Alley it was thought to take carpet cleaning out of Recreation budget and keep in waxing of lanes as there is money in Rec. checking that has been collected from rental fees. **Beach:** The number of bathing suits was questioned - do the substitutes need two? (This will be reviewed). There is now a block on the beach phone so that long distance calls cannot be made. Water sample fees will be taken out of Rec budget as they are done by the Health Department. **Office:** This figure looks good - perhaps part of the phone bill could be charged

to "Elections" as they share the office on Tuesdays.

b. Beach and Boat Launch: Ray Reich reported that things are moving along on this subject. First Selectman, Dick Sears, and Andrew Roraback have been working together on a new Memorandum of Understanding with the State DEP. If the DEP should agree to the terms in the Memo, it will then be brought back to the Parks and Recreation Commission for its input, comments, and recommendations. If they recommend the Board of Selectmen sign the Agreement, it would be brought to a Town Meeting. The Selectmen of Kent and Warren will also be required to sign.

c. River Walk Pavilion: Lisa reported for Tim Cook. The project was not on the January agenda for Zoning as there was a question re: Inland Wetlands involvement. This has been straightened out and Tim will go to the February meeting. There was discussion of doing a follow up fund raising letter or card - "We're almost there..." idea. Sheila and Joe will get together with Linc Cornell on this as he has offered his assistance with fundraising.

d. Basketball/Shepaug Baseball Association: Joe reported all going well - games, fundraisers, etc. Lisa reminded that coaches should all take the blood borne pathogen course to be certified.

e. Washington's 225th Anniversary: Sheila reported she had attended a planning meeting this evening before this meeting and events and activities are being formulated. The parade scheduled for August will be separate from the Firemen's parade in June. (Reminder: to invite the Fire Department to next meeting - concerns about Pavilion construction, which areas will be used for carnival, etc.)

f. 4th of July Fireworks: Ray Reich reported plans are in motion. The 4th falls on a Sunday this year. Rain date will be the 5th. Fireworks cost remains the same at \$25,000. 1300 tickets will be sold at \$15 each. Road race will be held the morning of the 4th as always. There was discussion as to whether Wendell Minor's design for the 225th Anniversary could also be used for this year's t-shirts and tote bags.

g. Town Garage Property: Tim Cook has spoken to Mike Alex who said he would do a survey of the area if one has not already been done.

h. ASAP: There was discussion as to whether the Commission felt it was time to notify JoAnne Torti that it would no longer be the fiduciary for this program. The Parks and Rec minutes of 3/10/03 indicate that JoAnne felt the program needed 5 years to be able to become self sufficient. It is now five years. **Motion:** Following discussion and review of the minutes of the Parks and Recreation meeting of 3/10/03, the Commission will notify JoAnne Torti, Director of ASAP, it will no longer be the fiduciary of said program by Joan Gauthey, seconded by Tim Cook, and approved by all present except Ray Reich who abstained as he felt he had a conflict of interest. Sheila will write the letter to JoAnne and asked that the minutes reflect congratulations to JoAnne and the ASAP and that the Commission will recommend the Town continue its support of the program.

II. COORDINATOR'S REPORT:

a. Knitting Classes: Lisa reported that **Kim O'Reilly** would like to give Knitting Classes both in the Washington Primary School and to adults. The costs would be \$42/6 classes at WPS and \$63/6 classes for adults. Participants would supply their own yarn and needles. The suggestion was made to inquire if this was a fair price and if so the commissioners felt it was OK to do and asking for a report after the first session.

b. Tai-Chi: this has started and there are currently 3 students.

c. Spartan Hoop School: Daren Grabel has again agreed to do this.

d. Spring Swim: this will start in early April.

e. Little League: registration will be Saturday 2/14 at the Washington Primary School. Tim Cook is handling this.

f. After School Arts and Crafts: Kezia Hearn now has 10 students enrolled.

g. Blood borne Pathogen Class: this will be offered on 6/25 for lifeguards and counselors and anyone else interested in taking.

III. NEW BUSINESS:

None.

IV. CHAIRMAN'S REPORT:

Happy Birthday to Lisa and wishes for a good vacation for her as well! Due to the length of the meeting and there being no further business, Sheila called for **Adjournment** at 9:05p.m.

NEXT MEETING: March 8, 2004; 7:00 p.m.

Respectfully submitted,
Mary Anne Greene
Secretary
