**TOWN OF WASHINGTON**

**Park and Recreation Commission**

**Minutes**

**November 13, 2017**

**Present:** Chairman C.J. Kersten, Commissioners Sheila Anson, Joe Fredlund, Ray Reich, Tim Cook, Carrie Rowe. Coordinator Jeff Hammond; Clerk Mary Anne Greene.

**Call to Order:** Vice Chairman Sheila Anson called the meeting to order at 5:35p.m.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the October 2, 2017 meeting of the Parks and Recreation Commission. By Tim Cook, seconded by Joe Fredlund and unanimously approved.

**OLD BUSINESS:**

* **Bootcamp Storage – Alternate Suggestion:** Following last month’s meeting when there was discussion of providing Deb Andrews storage area for her Boot Camp equipment, an alternate suggestion to use the Utility Room (as opposed to the storage room where tables, chairs, etc. are kept) has been made. If the storage room was used, it would mean an additional key would be given out that also has access to the kitchen. In addition, renters of the Pavilion who have access to the storage room would then have access to Deb’s equipment – it would be more secure in the Utility Room. Jeff and Commissioners will look into further and invite Deb to look at the space and ask for her opinion.
* **Boat Ramp:** Closed for the season. Docks have been pulled in. There may be a few boats still on the Lake – owners will make arrangements with Hank Vallely to have them removed. Chris Papsin has reported the dock in the Town Beach swimming area is in need of some repair before next summer.
* **River Walk Park:** Pavilion bathrooms are closed for the season. Tim Cook reported he has cemented the pole in place for the netting on the visitor’s side of Ted Alex Field. He will ask John Quist to provide an estimate to install the netting. Joe Fredlund reported that Dan Fleet will replace the dugout roofs on the Dick Ayer Field in the spring if he is not able to do so before winter sets in. Wes Gladding will finish up as the Park’s Groundskeeper by Thanksgiving/end of November. The “Little Free Library” is a big success!
* **Bocce Court:** Jeff Hammond reported he has received the plaque for the Court. Perhaps a “ceremony” in the Spring when it is installed. Jeff also reported that the Pallino ball is missing and he will get a replacement.
* **Harvest Festival:** Great success for this joint venture with the Washington Business Association. Carrie Rowe reported she attended a WBA meeting and they were pleased as well. Some thoughts for next year include getting port-a-potties and parking attendants. She also mentioned that some of the WBA members suggested holding the event more in the Depot proper to give more exposure to the businesses. Parks and Rec felt that having it at the Pavilion was preferable for bathrooms, parking, space for the various activities, etc.
* **January Wellness Events:** Whitney Ryan (who was not able to attend this evening) will have more details at the December meeting. At present Deborah Andrews and Claire Ketchum are confirmed presenters. Sheila Anson offered to contact Melissa Evans and Leah Papsin. Other suggestions were Diane Decker and Annie Gallagher.
* **February Winterfest:** Scheduled for Sunday, February 10, 2018. Whitney Ryan has confirmed the date with Sportsmen’s.
* **Commission Vacancy.** Three letters of interest have been received. **Motion:** To form a subcommittee made up of Carrie Rowe, Whitney Ryan and C.J. Kersten to interview the three interested candidates. By Tim Cook, seconded by Carrie Rowe and unanimously approved.

**NEW BUSINESS:**

* **Holiday in the Depot:** Jeff Hammond reported that everything is falling into place. There are still two table available in the Town Hall for an interested group. He has not heard back from the Gunnery re: the Troubadours. Washington Montessori carolers will be performing on the front steps before and as Santa arrives. Washington Primary School carolers will be in the lobby of the Town Hall. The Commissioners unanimously agreed to ask Jeff Hammond and family to light the Town Hall Christmas Tree.
* **Taste of Washington:** Tim Cook suggested the Commission consider this type of event/fundraiser for the future.

**COORDINATOR’S REPORT:** Jeff Hammond reported the following:

Fall Swim Lessons

Fall swim lessons have wrapped up. We had 19 kids for the Tuesday classes and 38 kids for the Friday classes. The Friday classes also included a family swim at the end so that was clearly the favored day. On a sad note, this was Mo’s last fall swim lesson session. Due to an agreement with the Washington Club, she will be in the area and continue to provide spring swim lessons.

Harvest Festival Recap

Our first annual Harvest Festival was a great success. We had an estimated 750+ attendees. In the weeks following the event I heard nothing but positive comments. I look forward to striving for something bigger and better next year.

Pavilion Closing

Due to a cold snap on Friday November 10th, it has been decided to close the Pavilion. Water will be turned off as of Thursday, November 9th. A final cleanup and winterization will be done in the coming weeks.

Holiday in the Depot

This year, Holiday in the Depot will take place on Friday, December 8th. I have been working with John G to try and get a good idea of the process. Many of the vendors/performers are confirmed and ready to go. At this time, I think I may have one or two additional spaces available in the main hall.

Field Manager Position

I have worked up a basic job description using the groundskeeper description as a base. I have sent it to the subcommittee members and am waiting for input to update and finalize it to be brought to the Board of Selectmen.

Everything Else…

We now have three letters of interest for the Commission vacancy: Pat Fraley, Greg Kraft, and Alice DeMeo.

The bocce set has mostly survived being left out every day. The pallino was discovered to be missing after the Harvest Festival. I will look into ordering a replacement over the winter so the set will be available again next year.

The Little Free Library is up and running as the Harvest Festival on October 21st. I have stopped in periodically to check on the selection. It has looked like some exchanging is going on.

The boat ramp is closed for the season and the docks have been pulled.

I’d like to ask everyone to please keep an eye on our Facebook page. Please share my posts about events and such to help get the word out.

**CHAIRMAN’S REPORT:**  Sheila Anson thanked all the Commissioners for all they have done this past year for the many events sponsored and co-sponsored by the Parks and Rec Commission.

**ADJOURNMENT:** The meeting was adjourned at 6:35p.m. as there was no other business for discussion.

Respectfully submitted,

Mary Anne Greene

Clerk