**TOWN OF WASHINGTON**

**Parks and Recreation Commission**

**Minutes**

**April 10, 2017**

***Minutes are subject to the approval of the Parks and Recreation Commission.***

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

**Call to Order:** Sheila Anson called the meeting to order at 5:39p.m.

**Approval of Minutes:**

* **Motion:** To approve the minutes of the March 13, 2017 meeting of the Parks and Recreation Commission. By Whitney Ryan, seconded by Carrie Rowe and unanimously approved.

**OLD BUSINESS:**

* **Beach & Boat Launch:** Jeff Hammond has spoken To Boat Launch Manager, Hank Vallely and Beach Director, Jeff Cox re: upcoming season. The boat launch will open April 15th and the beach June 24th. Jeff has ordered the boat passes and will meet with Jeff Cox early May to discuss staffing, etc.
* **River Walk Park:** Jeff Hammond, Sheila Anson and Joe Fredlund met with Groundskeeper, Wes Gladding to discuss his job description, hours, etc. Jerry Crandall has been hired as Pavilion Attendant as Liz Gugel has taken a medical leave. She may return next season. Highway Director, Kevin Smith will give Jeff a cost estimate for the stone dust for the walking path as soon as he receives it. The Highway Department will haul the material to the site and the paving company will spread it when they are in Town doing other work. Larry Cable will be opening the bathrooms at the Pavilion on Wednesday, April 12th.
* **Bocce Courts:** Joe Fredlund & C.J. Kersten are meeting with D. H. Williams Company on Wednesday, April 12th at the Pavilion to review plans, and start date. The required $5,000 deposit check has been written from the Parks and Recreation checking account.
* **Bowling Alley:** The Bowling Alley is again ready for renting following the installation of the new floor, the pool table reassembled and the lanes cleaned. Jeff Hammond will put information on the website.
* **After School Program:** Washington Play and Learn (official name of program) has been going well. Jeff will be meeting next Tuesday with the programs Director, Samantha Sommerer, along with Michelle Gorra, Janice Smith and Emily Judd, to review the program and discuss plans for next year.
* **Concerts:** Survivor’s Swing Band – Friday, April 28th, 6:30-7:30p.m.

**NEW BUSINESS:**

* **Recreation Coordinator’s Report:** Jeff Hammond distributed the following report:

**Intro:**

* Greetings Parks & Rec Commission. After welcoming me into the fold at last month’s meeting, I now welcome you to the new “Coordinator’s Report”. I hope you will find it informative, helpful, and relevant to current happenings in the Parks & Rec world.
* **What’s Happening?**
* Let’s talk swim lessons:

This spring season we are offering 3 full sessions as well as a “spring break” half class session. We have a total of 95 paid lessons at this time, with more trickling in every few days.

* And what about adult swim…

As I’m sure you all know, this program pretty much runs itself. There are about 35 active swimmers as of the end of March. That said, I am currently in the process of updating attendance sheets to help with the tracking of monthly payments.

* Wasn’t there a bus trip recently?

On March 26th, Coach Tours took us to Mohegan Sun Casino. With special thanks to my predecessor, Lisa Easter, we were able to fill 32 seats. Unfortunately this number was lower than expected and the trip did net roughly a $200 loss. As the trip was scheduled only two weeks prior to the day, we were facing a $200 cancellation fee if we didn’t go so the decision was made to take the loss and allow those already signed-up, to have a good time. My next trip will do better, count on it!

* Concerts

On Friday April 28th, we have the Survivors Swing Band set to perform from 6:30 – 7:30 pm. We have funds remaining in the summer concert budget. See July 4th…

* Mail Call

I am working with Nancy Mygatt again this year to produce an oversized postcard containing basics about camps, beach, boat ramp, and 5k. I was hoping to have it printed and mailed by this point but the process has been slower than anticipated.

* Get ready for Summer Camp!

The schedule for this summer’s camps is nearly complete. I am still looking to fill the week of July 10th with a 1-4 pm afternoon camp as “Shark Tank for Guppies” is no longer being offered. Any suggestions? Various ideas were discussed – a White Memorial program? Puppeteer? Jeff will continue to look into these and other ideas. I am excited to introduce “Stand-Up Paddleboard Camp” as a new August camp this year! Registration forms will be available online and outside the rec office by April 18th. Jeff will contact the company to inquire as to what would be done in the event of inclement weather. Whitney Ryan offered to contact Sportsmen’s of Litchfield about offering a SUP/Yoga program for adults. Jeff has also met with Brian McAuley and discussed various new ideas for this summer’s camp. An ad will be placed for an Arts & Crafts Director for the program as well.

* River Walk Pavilion

We are set to open as usual on April 15th. We have met with Wes regarding an updated job description, including reduced hours. Jerry Crandell has been hired as the Pavilion Attendant for this season with plans to turn the position back over to Liz next year. We are working with Kevin and the Highway Dept. to secure plans for stone dust and the refurbishment of the walking path. Per Kevin, this should be decided and in place for late April.

* 4th of July

The Pavilion has been reserved for the 4th. Should we offer some kind of gathering to fill the gap left by the Fireworks? A picnic, BBQ, etc? Maybe book a folksy type band to play? Bring your own food? Hire a food truck? Sell burgers and dogs?

Jeff reported that there is still funds in the “Concert” line in the General Fund budget. Following discussion amongst the Commissioners, it was decided to have Jeff speak with Roger Cannavaro to see if his band (which has always played at the fireworks) may be interested in playing at the picnic. He will also contact the Fire Department to determine if they would be interested in continuing their tradition of selling hamburgers & hot dogs. As at Shepaug, people could also bring their own picnic. Attendees will be told that fireworks of any kind will not be allowed.

* Everything Else…

I will be attending a WPAL meeting on the 18th to discuss plans for next year. Hank is ready to go with the boat ramp for April 15th. Jeff at the beach has said he is good to go for the start of the season, will be following with him. Jill Linder will be returning as the summer swim team coach.

* Recap

If you’ve made it this far and are still reading, thank you! It’s been a busy month with more busy on the way! And now I ask you all; Questions, Comments, Concerns?

Until Next Month,

Jeff Hammond

Parks & Rec Coordinator

**NEW BUSINESS:**

* **Ellis Island Trip:** Jeff is looking into scheduling this for Veteran’s Day 2017.
* **Pavilion Work Day:** Commissioners will meet at the Pavilion on Saturday, April 29th at 9:00 a.m. to work on the shrub beds.
* **Berkshire League Championship Sign:** Tim Cook reported that the installation of “2016” was not able to be done properly for numerous reasons. Jeff will speak with Lisa Easter to determine the history of the original order, etc. More to follow.
* **Grill at Pavilion:** Joe Fredlund has spoken with Jay Combs at Washington Supply who is looking into pricing a new grill. $1200 has been approved for this.

**CHAIRMAN’S REPORT:** Sheila Anson reported:

* **Congratulations to Claire Kersten on receiving the Superintendent’s Award of Excellence!**

**Adjournment:** The meeting was adjourned at 6:45p.m. as there was no further business for discussion.

Respectfully submitted,

Mary Anne Greene

Clerk