

January 11, 2012

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

6:00 PM Budget workshop for the 2012-2013 fiscal year budget

7:00 PM Regular Business

Present: Chairman Sheila Anson, Vice Chairman C. J. Kersten, Tim Cook, Joe Fredlund, Laura Eanes Martin, Ray Reich, and Whitney Ryan. Coordinator Lisa Easter.

Not Present: Darren Dutcher.

CALL TO ORDER:

Chairman Sheila Anson called the meeting to order at 7:28 PM for the last time as chairman since 1991! She noted there was a quorum present and thanked the Commissioners for the extra time prior to the regular meeting to review and discuss the 2012-2013 budget.

APPROVAL OF MINUTES:

Motion:

**To approve the minutes of the December 5, 2011 meeting of the Parks and Recreation Commission,
by C. J. Kersten, seconded by Laura Martin and unanimously approved.**

OLD BUSINESS:

*** Holiday In The Depot:**

Lisa Easter reported that it was a great event for the 20th anniversary; the weather cooperated with mild temperatures and the evening was enjoyed by all!

*** Beach/Boat Launch:**

The recommendation by the Commission to the Board of Selectmen of two candidates (a couple) for the Beach House Tenant/Caretaker position was submitted at the December 8th meeting of the Board of Selectmen. The Selectmen voiced their support of the process and agreement with the selection and Selectman Susan Jahnke expressed her overwhelming support as a member of the Sub-committee. The Selectmen approved the selection of Beach House Tenant/Caretaker Sub-committee and appointed Christopher Papsin and Leah Massapust as the new Tenant/Caretakers and the motion passed unanimously.

The Selectmen also discussed to whom the tenants/caretakers should report to, contact with concerns, questions, etc., and Mark Lyon, First Selectman, felt that as the beach and boat launch areas all fall to Parks and Recreation Commission for budgeting, etc., supervision should be by the Commission and since Ray Reich has been the member

overseeing the beach for the past several years, it should most likely continue to be done by him. Ray would oversee all personnel issues, compliance with lease conditions and performance of duties and responsibilities; any physical problems or repairs should be referred to the Buildings and Properties Commission.

The new tenants have moved in and Ray has paid them a welcome visit. The tenants have begun some clean up and the highway department has picked up the debris.

Thank you to the subcommittee for time spent with reviewing applications, conducting interviews, and submitting the recommendation; thanks also to Mary Anne Greene for posting notices of meetings.

*** River Walk:**

A letter of concern from Michael Ajello, Wetland Enforcement Officer, regarding the stockpile of clay deposited in the parking lot at River Walk was received on December 21st (see attached). The stockpile was not well positioned and was too close to a catch basin. Tim spread a tarp over the pile and placed hay bales around it to the satisfaction of Mr. Ajello.

Sheila put the sign over at River Walk informing people who use the walking path that there is no winter clean up and what they bring in, they need to take out (i.e., dog bags). There was a question as to whether or not the recycling/garbage containers have been removed for the season and Tim offered to check into that.

The nets at the tennis court have not been taken down due to moderate weather but Gary plans to remove them this week.

There was discussion about separating the duties of the Groundskeeper into Field Maintenance and Pavilion Maintenance. It was unanimously agreed to create a subcommittee to review the responsibilities of the current position and consider restructuring it. Joe, Tim, and C. J. volunteered to serve on this subcommittee.

Motion:

To approve the creation of a Groundskeeper subcommittee to review the duties and submit a recommendation to the Commission first and then forward to the Board of Selectmen included with budget requests,
by Ray Reich, seconded by Sheila Anson, and unanimously approved.

The Commission reviewed a list of needs to be completed at the River Walk. It was agreed to purchase a bathroom stall divider for the men's bathroom, soap dispensers, bleachers, a stihl power paddle, and concrete for the batting cage. Other items will need to be prioritized for budget requests and further discussion with the Buildings and Property Committee.

Motion:

To approve the expenditure of not more than \$3225.00 for the purchase of a bathroom stall divider, soap dispensers, bleachers, a stihl power paddle, and concrete for the

batting cage,
by Tim Cook, seconded by Laura Martin, and unanimously approved.

*** 2012-2013 Budget:**

At the 6:00 budget workshop, the Commission reviewed the current General Fund expenditures and percentage of what funds remain, a breakdown of the calendar for seasonal employees, and a list of items for maintenance purposes. Some of the items need to be discussed with the Buildings and Property Committee and the Washington Garden Club. Final approval of budget is tabled to the February meeting at which time Lisa will schedule a meeting with the Board of Selectmen for a question/answer period.

*** Trees on the Plaza:**

The Board of Selectmen have placed a moratorium on the project until further discussion in the spring.

COORDINATOR'S REPORT:

*** Cheerleading:**

Lisa Holman of Washington is requesting sponsorship of a cheerleading program. No further information was available; table to February meeting.

*** Evening Swim:**

April Crumrine is inquiring about an evening swim or weekend swim for adults at Shepaug. No further information was available; table to February meeting.

*** The Musketeers Course:**

Marc Ganych, owner of Authentic Workout Enclave Strength Training Gym based in Torrington, is requesting sponsorship of The Musketeers Course, an eight-week course to learn three distinctive fencing swords and The Spartan Course, an anti-bullying project designed for children who want to obtain confidence and be able to effectively defend themselves in the time of trouble. No action was taken; table to February meeting.

*** Shepaug Soccer Club:**

Request for \$1,000 toward the operation of the program and the expenses that come with it. It is a very efficient and well-executed program but the Commission would like to hear from Darren, who also serves on the club's board, more about the use of the funds.

*** Website/Facebook:**

Laura has volunteered to work on updating the Washington website and Facebook pages. Sheila will contact Steve Wadelton, the webmaster, to begin the process and then turn over to Laura. Whit is willing to help out with pictures and download current ones from Holiday In The Depot. Also important to submit program information and schedules to the Washington Times for postal patron distribution.

CHAIRMAN'S REPORT:

* Congratulations to Lisa and family on completing the Disney Family Fiesta 5K.

* Happy February birthdays to Lisa (2nd), Darren (2nd) and Whit (14th).

* Happy 35th Anniversary to Mary Anne and Doug Greene!

The chairman expressed her gratitude to the recreation coordinators, the recording clerks, the staff and volunteers she has worked with during her years as chairman.

A special thanks to the Commissioners for their dedication and service to the town. It is a privilege to hand the gavel over to C. J. Kersten.

NEW BUSINESS:

* Election of Officers:

Motion:

To elect C. J. Kersten as Chairman, Sheila Anson as Vice-Chairman, and Darren Dutcher as Treasurer,

by Joe Fredlund, seconded by Tim Cook, and unanimously approved!

There being no further business, the meeting was adjourned at 8:46 PM.

Respectfully submitted,
Sheila M. Anson, Member