

March 10, 2014

Present:

Chairman C.J. Kersten, Commissioners Joe Fredlund, Sheila Anson, Whitney Ryan, Laura Martin, Tim Cook.

Coordinator Lisa Easter; Clerk Mary Anne Greene.

Call to order:

Chairman C.J. Kersten called the meeting to order at 6:32 p.m.

Approval of Minutes:

Motion:

To approve the minutes of the February 12, 2014 meeting of the Parks and Recreation Commission with the following correction: add Under River Walk Park, the company Lisa Easter worked with was New Milford Sign.

By Sheila Anson, seconded by Whitney Ryan and unanimously approved.

OLD BUSINESS:

* Beach and Boat Launch:

The Boat Launch will open Saturday, April 19, 2014 - opening day of Fishing Season. The Beach will open Saturday, June 21st.

* River Walk Park:

The Commission and the Buildings and Properties Commission have been working on acquiring estimates for the repair/replacement of the Pavilion floor. Once these are received, a request will be made for inclusion in next fiscal year's capital budget. Several of the Commissioners met prior to this meeting with Tom Osborne, Tree Warden, and Bill Pollock of Arbor Services to discuss tree work that may need to be done in the park area on River Road.

* 2014-2015 Budget:

Lisa Easter and several of the Commissioners met with the Selectmen prior to this meeting to present their budget request for next fiscal year. As it reflects a significant increase over the current year, Lisa will follow up with the Selectmen to determine if any adjustments will need to be made prior to its submission to the Board of Finance.

* Family Free Swim:

The second Free Swim, held on President's Day - February 17th, was also a success. Lisa is suggesting that in the Fall they be scheduled again for Martin Luther King Day and President's Day of 2015.

* Bus Trips:

Lisa has been working with the Warren Rec Department and has purchased 17 tickets for a Yankees vs. Red Sox game in June. The bus will leave from the Warren Town Hall. Warren is also doing a trip on May 3rd to see West Point's Dress parade which will include a guided bus tour of

West Point and a lunch at Thayer House. Cost is \$77 per person.

* Babysitting Course:

Mo VanMoffaert will teach this course on Friday, April 4th from 5:30-8:30 p.m. and Saturday, April 5th from 9:30a.m. -12:30p.m. Lisa has advertised this through the schools, Facebook, etc. and will post notices at the Market.

* CT Trails Day:

No Report.

* Commission Vacancy:

Commissioners will extend an invitation to interested candidates to attend next month's meeting.

* Jason Spooner Concert:

Scheduled for August 23, 2014. Whitney Ryan and C.J. Kersten will meet with Resident Trooper Steve Sordi to discuss the required police coverage. Hopefully it can be less than last year to save on expenses.

* Computer:

Lisa has discussed several options with Bill Chin of Software Matters.

Motion:

To approve a \$1000 expenditure for the purchase of a new lap top computer with all necessary programs for Lisa Easter, Coordinator.

By Sheila Anson, seconded by Tim Cook and unanimously approved.

COORDINATOR'S REPORT:

In addition to items discussed under Old Business, Lisa reported the following:

* Adult Morning Swim:

Notices were mailed to the Morning Swim participants that we will be charging \$20 a month from now on. Don O'Leary, Region #12 Facilities Manager, has requested that when school closes for snow days, Morning Swim is cancelled! No one is to be in the building - there is no custodial staff on duty in case of emergency and to clean up. No cars are to be in the parking lot so that plowing can be done.

* Master's Swim Classes:

The winter session is winding down. John Moisan is planning to hold a spring session - more details to follow.

* Excel Course:

Lisa has completed an Excel Course and feels it will be very beneficial.

* Summer Recreation:

Planning has begun for this program. Information/brochures will hopefully be mailed by the end of March.

NEW BUSINESS:

* Whitney Ryan had been contacted by Steep Rock Association inquiring if some of their programs - calendar of events - could be shared through our Facebook page. The Commissioners saw no reason why this could not be done.

* Ball fields:

Tim Cook spoke to the Commission regarding the improvements to the fields that was initially discussed several months ago. This would be a large project estimated to cost \$600,000. He has obtained the paperwork to apply for a STEAP Grant with the State of Connecticut. His thought would be to start with one field - Joe Martin - for a cost of approximately \$100,000. Tim will arrange to meet with First Selectman Mark Lyon to discuss this. Commissioners felt that if Mr. Lyon was in support of this, it may be helpful to have someone assist with the grant writing.

Motion:

To approve an expenditure of up to \$1000 for the hiring of a grant writer - if needed.

By Laura Martin, seconded by Sheila Anson and unanimously approved.

CHAIRMAN'S REPORT:

C.J. Kersten reported the following:

* Personnel Meeting:

C.J. and Sheila Anson met with Lisa Easter to discuss getting together to do her evaluation in April. The job description will be reviewed as well. A Sub-Committee will be formed to do this evaluation as well as those of other Parks and Rec employees - Beach Director, Beach Caretakers, Boat Launch Director, Groundskeeper, Pavilion Attendant, etc.

* Get well wishes to Fran Gollow!

* Thinking of you wishes to Julie LaBella!

* Best of Luck to Lyn Humiston on her upcoming move to Florida.

* Congratulations & Best Wishes to Barbara Johnson and Joe Went!

* Thank you Sheila Anson and Barbara Johnson for stepping in last minute to help with the WPS Hot Lunch!

Adjournment:

The meeting was adjourned at 7:44 p.m. as there was no further business for discussion.

Respectfully submitted,
Mary Anne Greene, Clerk