

September 11, 2006

Present: Chairman Sheila Anson, Ray Reich, Joe Fredlund, Tim Cook, Coordinator Lisa Easter, Clerk Mary Anne Greene.

Guests: Amanda Braverman, Cecilia Page

Call to Order: Sheila Anson called the meeting to order at 7:02p.m. noting there was not a quorum.

I. Welcome Guests:

a. Amanda Braverman came to speak about Endure It Multisports LLC - a company she has formed to promote endurance sports and to give athletes the opportunity to participate in this area. She has scheduled four dates for marathons and triathlons - all of which are sanctioned by USA Track and Field and USA Triathlon Association. She asked Parks and Rec for their advice, suggestions and help in promoting these events. Several ideas and suggestions were discussed. Monies raised would go to local charities. See handout.

b. Cecilia Page came to present her final report from Summer Recreation 2006. See handout. Cecilia highlighted and presented several ideas for the Commission to consider that she feels are of importance. These were:

- Develop a behavior management policy to deal with aggressive acts by campers hitting, kicking & biting. *(Could borrow from REACH, Head Start)*
- Develop and implement a structured sign-out procedure at dismissal time to keep track of who children go home with. *(this suggestion made as a result of a few parent-voiced concerns - may be more of a concern in the future.)*
- Write a Staff Handbook that includes, among other things, job descriptions, responsibilities and expectations of staff as well as leadership philosophies and advice, and possibly activity suggestions. *(Could borrow from other parks and Rec Commissions.)*
- Develop an official form to track when a child is injured and receives first aid.
- Require another staff member, in addition to the Director, to have CPR and First Aid Certification.
- Encourage, through bonus incentives or other means, Counselors and CITs to become certified in CPR and First Aid.

Each of these points was discussed and Cecilia commended for a job VERY well done. The consensus of opinion was that the Staff Handbook would be the first priority on the above list.

II. Minutes of the July 17, 2006 Meeting were not approved as there was not a quorum present.

III. OLD BUSINESS:

a. River Walk Park: Joe Fredlund reported that the new plantings at the entrance to the Pavilion are done and many positive comments have been received. Joe has asked John Hoffer (who did the plantings) for a price to mulch trees, Ted Alex Memorial site, trim bushes, fertilize, etc. twice a year. Sheila Anson reported that "supplies" such as brooms, garbage bags, grill cleaners, etc. have been added as people suggest them. It was suggested that we look into concrete garbage can holders to prevent animals from tipping the cans over. Joe has spoken with Crown Trophy regarding a plaque that would thank the major contributors to the Pavilion. The cost for a bronze plaque would be \$1500 - cost for two plastic - \$100.00. Joe has seen the plastic and feels they would be very appropriate and are very

nice. Lisa Easter reported that Groundskeeper Larry Cable will be on vacation in October and Perry will cover for him. Larry has asked for permission to rebuild the gate at a cost of less than \$300.00. Approved by the Commission. Lisa also reported that First Selectman Dick Sears notified her that he has approached the Watts Fund for monies for the Septic system for the Pavilion.

b. Beach and Boat Launch: Ray Reich reported on a "good and normal" season. Jeff Cox, Beach Director, has submitted a final report which is attached to the minutes. Ray feels he and Hank Vallely did an excellent job. There is no new news on the Boat Launch project with the State.

c. Summer Concerts: Sheila Anson asked the commission to begin thinking about next year and suggested we again work with the Shepaug Friends of Music.

d. Tot Lot/Playgrounds: Lisa has met with several Playground Equipment companies. The latest, Landscape Structures, is putting together a proposal that should get to Lisa soon. Once received, she will meet with her subcommittee and plan on moving forward.

e. Hockey: The Commission has not heard anything more from Michael Gorra on this subject.

COORDINATOR'S REPORT:

a. Fall Swim Lessons: starts 9/22/06 for 6 weeks. Registrations going very well.

b. Bus Trips: Yankees Vs. Angels - 31 people attended. Thank you to Diane Swanson for doing a great job as "Trip Coordinator". Red Sox vs. Baltimore - 10/1//06-sold out with a wait list.

c. Boot Camp: Deb Andrews would like to try doing a 6 week morning session this fall at the Pavilion.

d. Yoga: Anne Novak's class has outgrown the Town Hall and is now being held at St. John's Church.

e. Playground: See above.

f. Groundskeeper: See above.

g. Vacation: Lisa asked for approval to work Tuesday 9/26 and Tuesday 10/3 due to Monday conflicts and will be on vacation 10/16, 18 & 23rd.

NEW BUSINESS:

a. Lights at Ballfields at River Walk Park: Tim Cook has been researching and has been given a proposal from a company called Musco that has lights with less spillage, less glare, are energy efficient, etc. There was discussion as to whether a grant could be applied for to pay for them. Other "wishes" include two new fields, score boards and batting cages. This will be discussed further when the full commission is in attendance.

b. Holiday in the Depot: Date is set for December 8th. The Washington Business Association will again sponsor the event with assistance from Parks and Rec.

c. Devereux Glenholme weight room: More details to follow.

d. Pumpkin Festival: Tim asked if there would be interest. All thought this would be a fun and good idea - if done this year would probably be small but could plan for a larger event next year.

CHAIRMAN'S REPORT:

Happy Belated Birthday to Ray Reich (August 24th), Happy Birthday to C.J. Kersten (September 28th), and Congratulations to New Dad, Lee Levesque (Matthew Lee born 8/25). Happy traveling to Holly and Steve Haas - in Italy, and Joan Gauthey and Charlotte Johnson - in Alaska. Speedy recovery to Lou Magnoli! Happy recovery news for Tim Cook and Joe Fredlund!

Remember September 11th!

Next Meeting: October 2, 2006 - 5:30p.m.

Adjournment: The meeting was adjourned at 9:10p.m. as there was no further business for discussion.

Respectfully submitted,

Mary Anne Greene

Clerk