

TOWN OF EAST WINDSOR
PARKS AND RECREATION COMMISSION

REGULAR MEETING
December 14, 2009

Draft Document – Subject to Commission Approval

The Regular Meeting was called to order by Chairman Hayes at 7:04 p.m. in the Parks and Recreation Office located at the East Windsor High School, 76 S. Main Street, East Windsor, CT.

PRESENT: Chairman Hayes, Commissioners Raber and Szymanski, Park Director (Green) Maltese and Mary Lou Morell from the Park Office.

ABSENT: Commissioner Simpkins (scheduled). One Open Vacancy

GUESTS: None

ESTABLISHMENT OF QUORUM:

A quorum was established as three commission members were present.

PUBLIC PARTICIPATION:

None

APPROVAL OF MINUTES:

MOTION: To APPROVE minutes of the Regular Meeting dated November 9, 2009 as written.

Raber moved/Szymanski seconded/VOTE: In Favor: Unanimous

ADDED AGENDA ITEMS:

NONE

OLD BUSINESS:

a. BMX Skate Park

No update for this meeting.

OLD BUSINESS (continued):

b. Dog Owners' Park

Director Maltese reported that the First Selectman requested the Dog Owners Group draft an Agreement between them and the Town of East Windsor to outline duties and responsibilities of both parties. Attached is that effort.

The Commission reiterated that the Dog Owners Park group is not a separate entity. It is a committee within the Parks and Recreation Department and was created only for the fundraising aspect of the project. The balance of the project remains under the control of the Parks and Recreation Department. The Commission questioned the need for a signed agreement. The Commission did agree however that it is necessary to define duties. The Dog Owners group would be in an advisory position for the construction of the Park and establishment of the Rules and Regulations.

Director Maltese to follow up with the First Selectman.

c. Boundless Playground

Director Maltese reported that the ribbon cutting ceremony was held on Saturday, December 5, 2009. In attendance was Judith McBride from Hartford Foundation for Public Giving, Lisa Radcliff from Boundless Playground, Denise Menard, First Selectman of the Town of East Windsor, Timothy Howes, Superintendent of Schools Town of East Windsor, Liam O'Reilly, Principal, East Windsor High School, Jeanne McCarroll, Principal Broad Brook Elementary School and members of the general public.

NEW BUSINESS:

a. Financial Accounts Review

The November Budget by Department was distributed, reviewed and approved.

Director Maltese stated that department bills are still being paid late. The September bills have just been completed and the Treasurer's Department is now addressing October and November bills. The Commission suggested that vendors send an email when they request the status of their payment which can then be forwarded to the Treasurer, First Selectman, the Board of Selectmen and the Board of Finance.

NEW BUSINESS (continued):

b. Panther Plunge

Director Maltese is organizing the First Annual Panther Plunge at the East Windsor Park reservoir to benefit the Town's Fuel Assistance program. She is soliciting the help of the Student Council at the High School and will approach the principal of the Middle School for their involvement also. She hopes to get participation from the two fire departments, the two political committees and groups and businesses in town. Director Maltese addressed the Chamber of Commerce last week for their assistance as well. Event to be held on Saturday, January 23, 2010 with a rain/snow date of Sunday, January 24, 2010.

c. Klondike Derby at Abbe Road Parking Lot

Director Maltese submitted a request from James McCook from Pack 89 to use the parking lot only at the Abbe Road Soccer Complex during his Klondike Derby to be held between the hours of 8:00 a.m. to 4:00 p.m. This derby is a sledding derby competition utilizing the walking trail at Scout Hall. If the request is approved, Director Maltese will advise Public Works to plow the parking lot for the event.

MOTION: To APPROVE the request to use the parking lot only at Abbe Road Soccer Complex with the stipulation that there will be no crossing on any of the soccer fields.

Raber moved/Szymanski seconded/VOTE: In Favor: Unanimous

d. 2010-2011 Budget

Director Maltese reported that she was informed at the Senior Staff Meeting that there will be a directive for a 0% tax increase for the budget. Any increases needed in a department budget need to be absorbed within its budget. There is also talk of lay offs going forward. As of today however, there is no written communication on this matter. She also stated that the departments will be asked for creative ways to increase revenue.

e. Holiday Schedule

Director Maltese received a memo from First Selectman Menard for early office closing on Thursdays, December 24th and December 31st at 4:00 p.m. As Thursdays are late office hours until 7:00 p.m., staff must use their personal time, vacation time and/or comp time to offset the 3 hours each day for closing early.

NEW BUSINESS (continued):

f. Park Director's Report

Director Maltese stated that the Carol Sing at the Broad Brook Fire Department will be held Saturday, December 12th beginning at 6:15 p.m. The East Windsor High School band and chorus will be performing.

Director Maltese reported she has connected with the editor of the North Central News publication to include the Town of East Windsor as to news events and distribution. This publication is out of Somers and currently includes the towns of Enfield, Somers, Stafford, Tolland and Vernon. It publishes only "positive news" which would be a good promotional tool as the Town no longer generates a Newsletter. The news is published monthly and would cost the Town approximately \$1,500 per month to cover distribution expenses. Ideally this cost would be covered through business advertising. Director Maltese will approach other town departments and the library as well as the Board of Selectmen and the Board of Finance regarding this matter.

Director Maltese has received many inquiries to establish a pre-school basketball program. Presently there is a lack of space to run such a program. Should the opportunity present itself, it may be a parent/tot program for 3-5 year olds.

Director Maltese informed the Commission that the ice skating rink has been installed and filled at the High School by Supervisor Tetro and the Public Works Department. The rink will be used for the High School Winter Carnival which will be held on Saturday, January 30, 2010.

Director Maltese reported the winter brochure of programs was distributed to the schools two weeks ago. Registrations are starting to come in.

Leagues/Abbe Road Soccer Complex/Broad Brook Pond Park/East Windsor (Reservoir) Park/Pierce Memorial Park (Windsorville)/Prospect Hill Park (Warehouse Point)/Warehouse Point (Osborn Field) Park:

No discussion this evening.

CORRESPONDENCE:

Director Maltese distributed a copy of a letter from the American Heritage River Commission informing the Department that the Board of Selectmen approved the designation of a parking lot at the corner of Cemetery and Woolam Roads. This lot will be available for use by fishermen, hikers and canoeists or kayakers as a takeout point after exiting the Scantic River. This is in conjunction with the Scantic River Commission and the filter beds area which is designated as a park. It is the wish to connect the East Windsor Scantic River bed trail with that in Enfield. A grant has been applied for from the State of Connecticut to purchase equipment.

MISCELLANEOUS:

None.

APPROVAL OF BILLS:

The bills were reviewed and signed by Commissioners Hayes and Raber.

ADJOURNMENT:

MOTION: To ADJOURN this meeting at 7:45 p.m.

**Szymanski moved/Raber seconded/VOTE: In Favor:
Unanimous**

Respectfully submitted, _____
Mary Lou Morell
Recording Secretary