

**TOWN OF EAST WINDSOR
PARKS AND RECREATION COMMISSION**

MEETING
January 11, 2021

Subject to Commission Approval

The Meeting of the Park and Recreation Commission was called to order by Chairman Szymanski at 6:01 PM via ZOOM.

PRESENT: Chairman Szymanski; Commissioners Bagdikian and Taylor; Board of Selectman Liaison Marie DeSousa; Director Maltese, and A. Irene Mosher from the Park Office.

ABSENT: Commissioner Simpkins.

ESTABLISHMENT OF QUORUM:

A quorum was established as three (3) Commissioners were present.

APPROVAL OF MINUTES

MOTION: To APPROVE minutes of November 9, 2020 Meeting as written

Bagdikian moved/Taylor second/VOTE: In favor: Unanimous

OLD BUSINESS:

- a. East Windsor Dog Park
The Dog Park Group are turning everything over to the Town. Director Maltese requested a letter from them detailing their yearly maintenance plan. The Commissioners were provided with a copy of their letter. Director Maltese had met with First Selectman Jason Bowsza, Joe Sauerhoefer, Len Norton, and representatives from the Dog Park to discuss the maintenance needs going forward. Public Works already does the mowing and garbage removal, but it may be necessary to contract out some of the larger things. The Dog Park does have a sizeable amount of money from past fund-raising events. These funds have always been housed within Parks and Rec and would be used to fund contracted services. Commissioner Szymanski asked what equipment we would not have. The Director states that large jobs like work on the parking lot would need to be contracted out and possibly the over seeding. The Director stated that she would get 3 quotes from vendors to do this work. She also stated that the necessity to contract out some of the work would come down to available manpower within Public Works. The Director will meet with Public works and will only contract out only what is necessary.

NEW BUSINESS

a. Budget 2021-2022

The commissioners were given copies of the fiscal 2022 budget which has been submitted to first selectman's office. Director Maltese noted that the contract for both herself and Samantha Charette are expiring and so no change in that line is noted at this time. The 2% increase for Permanent Part time and mandatory minimum wage increase are shown. The increase in the supplies line is for the 2 additional soccer fields. The Director has met with First Selectman Jason Bowsza and Finance Director Amy O'Toole to go over these figures and will present to Board of Selectman on 2/28/2021.

MOTION: To ACCEPT the Fiscal 2022 budget as presented.

Taylor moved/Bagdikian second/VOTE: In favor: Unanimous

b. 2021 Pavilion Fees

Director Maltese requested that the Pavilion fees would remain the same as previous years. Rental agreements would contain a disclaimer stating that refunds would be made if we were unable to open due to COVID-19 restrictions and guidelines

MOTION: To ACCEPT Pavilion fees remaining unchanged

Taylor moved/Bagdikian second/VOTE: In favor: Unanimous

c. Discussion of EWP Gate fees for 2021

Director Maltese requested that Gate fees would remain the same for this coming year. The Park will only open if can follow guidelines of executive order could be met. Commissioner Taylor asked when the Park would open. The Director stated that she is aiming for the second week in June.

MOTION: To ACCEPT keeping East Windsor Park Gate fees the same for 2021.

Bagdikian moved/Taylor second/VOTE: In favor: Unanimous

d. Financial Accounts Review

Director Maltese stated that spending has been minimal while still trying to provide programs and activities to keep the community engaged The Training line has not yet been utilized but will be used to train new staff that will be hired for the summer.

e. Park Directors report.

The Commissioners were given a copy January calendar. Director Maltese stated that two seasonal staff members have done 2 to 3 per Facebook live presentations each month. These can be watched live and are also recorded for later viewing and include things like crafts and games. The "Where is the Grinch" campaign was a hit during the holidays. Each day when the whereabouts of the Grinch for the day before was revealed, a tidbit was given about that location which added an educational piece. The Department is currently preparing Valentine day kit for kids. Presently the ice ring cannot be used since the COVID-19 restrictions will only allow 4 people on the rink at a time. The department does not have enough staff to

monitor the rink full time. If the guidelines change it may be possible to get the rink up. A drive through event called Rec buddy adoption is planned for January 14. Children will receive a stuffed animal which they can name along with a certificate of adoption. They will also receive an activity log and over the next 30 days will keep track of their adventures with their Rec Buddy. After the 30 days, they can turn in their form and be put in a drawing for a nice prize. The Director stated that she and her staff are trying to keep community engaged for the winter and also plan for summer.

Returning staff letters have gone out and are to be returned by Feb. 1. Then new applications will be accepted.

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

MOTION: To ACCEPT the Director's report as presented:
Taylor moved/Bagdikian second/VOTE: In favor: Unanimous

CORRESPONDENCE

Matthew Emerson's Eagle scout project was approved by his Scout council. for project. The project was to install recycling bins for nylon fishing lines. The recycle bins have been placed at Broad Brook Pond Park and the "Filter Beds" fishing area. PVC pipe tubes recycling program. Matthew will take care of the bins, remove lines and mail them for recycling. A photo op will take place in the spring.

MISCELLANEOUS

Director Maltese thanked Ted Szymanski and Mike Forino for making the "Santa Calls" again this year. They have been involved in this project for 20+ years. This year children were separated by age. The younger children received calls. Children in grade 2 and up wrote letters to Santa and an "Elf" from the Parks and Rec office wrote back to all the children.

APPROVAL OF BILLS

Bills were approved by Commissioner Szymanski

ADJOURMENT

MOTION: To AJOURN MEETING AT 6:28 pm
T moved/B second/Vote: In favor Unanimous

Respectfully Submitted

Alma Irene Mosher
Recording Secretary