

East Lyme Parks and Recreation
Regular Meeting Minutes
December 10, 2015

Present: Robert Pfanner
Jackie Curry
Milan Keser
William Willetts
Pat Larkin

Absent: Roger Nadeau
Charles Fenick

Also Present: David Putnam, Director of East Lyme Parks and Recreation
Kevin Seery, Ex officio
Mark Nickerson, First Selectman

FILED IN EAST LYME
CONNECTICUT
DEC 17 2015 AT 3:40 AM/PM
WILLETTS
EAST LYME TOWN CLERK

1. CALL TO ORDER

Chairman Pfanner called the East Lyme Parks and Recreation Regular Meeting of December 10, 2015 to order at 7:00 p.m.

2. PUBLIC DELEGATIONS

Mr. Nickerson suggested that Mr. Willetts who has served on this Commission since 1960 and whose term expires in January rather than be reappointed be honored as Ex officio Emeritus who may attend Commission meetings but not have voting rights.

He informed the Commission that the Boardwalk will be officially three-quarters open next Saturday.

Mr. Nickerson will meet with the trolley company to discuss trolley service in East Lyme.

3. MINUTES

a.) Minutes of Regular Meeting of November 12, 2015. Chairman Pfanner asked for additions, deletions or corrections to the November 12, 2015 Regular Meeting Minutes.

The following correction was noted: On page one, the first sentence of the fifth paragraph to be revised as follows: "Mr. Larkin asked if the fence on the western end of the beach will be kept up?"

MOTION: Jackie Curry moved to accept the Regular Meeting Minutes of November 12, 2015, as amended.
Seconded by Mr. Larkin. (5-0) Unanimous

4. DIRECTOR'S REPORT (See attached report.)

Mr. Putnam would like to thank Dick Morris for his help with the flag pole at the Town Green.

It was felt it should be noted that the 9.37% increase in part-time seasonal labor is due to the minimum wage increase and the addition of employees due to expanded duties of the Parks and Recreation Department.

MOTION: Jackie Curry moved to approve the proposed 2016/2017 budget, with corrections. Seconded by Mr. Keser. (5-0) Unanimous

5. EX-OFFICIO REPORT

Mr. Seery had nothing to add to the First Selectman's report.

6. COMMUNICATIONS

a.) Letter from Lesley Blais, Town Clerk, to all Boards and Commissions, regarding filing a schedule of regular meetings for the ensuing year with the Town Clerk's Office. All Commission members were given copies of the letter for 2016 meeting dates.

MOTION: Mr. Keser moved to approve the 2016 schedule of meeting dates, as presented. Seconded by Jackie Curry. (5-0) Unanimous.

7. UNFINISHED BUSINESS

a.) Future Park Development. The Commission reviewed the five-year projection of the preliminary Capital Improvement Budget. It was felt the Playscape Renovation Phase III @ McCook should be moved to the 2016-2017 budget and the Athletic Field/Park Development in the amount of \$5,000,000 should be moved to 2017-2018.

b.) Boardwalk Construction Update. There was no further discussion on this matter.

c.) Pavilion/Tent Fees. This matter was tabled until the January meeting.

8. COMMITTEE REPORTS

a.) Band Shell Report. Mr. Larkin reported the Band Shell Committee will meet next Tuesday.

9. NEW BUSINESS

a.) 2016 Meeting Dates. There was no further discussion on this matter.

b.) 2016-2017 Beach Pass Fees. This matter was tabled until the January meeting.

c.) 2016-2017 Budget Review. There was no further discussion on this matter.

9. ADJOURNMENT

MOTION: Mr. Willetts moved to adjourn the Parks and Recreation Regular Meeting of December 10,

2015 at 8:10 p.m. Seconded by Ms. Curry.
(5-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary

**Director's Report
December 10, 2015**

McCook Point Park:

- Jingle Bell 5K will be held on Saturday, December 12 starting at 10:00 a.m., proceeds go toward the Brian Dagle Memorial Foundation.
- Band Shell Committee will be meeting on Tuesday, December 15th
- Restrooms have been winterized for the season.
- Recommended beach pass fees are provided for the following:
 - Sticker and day pass fees
 - Pavilion and Tent rental fees
 - Vendor fees (Minimum bid last year \$2,000.00, I would recommend \$2,200.00 minimum bid for McCook) (Peretz Park I am recommending a minimum bid of \$800.00).

Boardwalk update:

- All concrete work for the caps and the sidewalk has been completed. Remaining to be completed includes the fencing, railings, roadway behind the Hole in Wall Beach, and renovating the construction areas. Friday approximately 1,100 feet of the new portion will be open to the public.

Athletic Facilities:

- All facilities and irrigation systems have been winterized.
- PeeWee Football hosted the Super Bowl for their league on Sunday, November 15th, it was well attended and the event went very well.
- All sod work to our worn areas is complete, fields have recovered nicely.

Light Parade:

- Scheduled for Saturday, December 12th starting at 6:00 p.m., weather looks great.

Budget:

- Budgets are due to the Finance Office Tomorrow, I have provided a first draft for your review. We are looking at 4.24% increase over last year. Most of the increase is related to contractual raises for Union employees.

Miscellaneous:

- We are up and running with WEB TRAC – we will be promoting it with a link on our web page shortly.
- Maintainer II position has been posted internally until Dec. 14th we will then run an ad in the New London Day on Dec. 20th with a closing of January 8th.
- Flag pole at the Town Green is being re-done today, up to have it up and useful. We will need to look a long term solution.