

East Lyme Parks and Recreation
Regular Meeting Minutes
December 8, 2016

Present: Robert Pfanner
Thomas Beebe
Roger Nadeau
Jackie Curry
Charles Fenick
Pat Larkin

FILED

Dec 30 2016 AT 9:30 AM/PM
William Willetts, Emeritus
EAST LYME TOWN CLERK

Absent: Milan Keser
William Willetts, Emeritus

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

1. CALL TO ORDER

Chairman Pfanner called the East Lyme Parks and Recreation Regular Meeting of December 8, 2016 to order at 7:02 p.m.

The Pledge of Allegiance was observed.

2. PUBLIC DELEGATIONS

There were no guests.

3. MINUTES

a.) Minutes of Regular Meeting of November 10, 2016. Mr. Pfanner asked for additions, deletions or corrections to the November 10, 2016 Regular Meeting Minutes.

MOTION: Ms. Curry moved to accept the Regular Meeting Minutes of November 10, 2016, as presented.
Seconded by Mr. Nadeau. Mr. Beebe abstained from voting. (5-0-1) Motion carried.

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

The Commission reviewed the McCook Point Park Parking Permit/Pass Price Comparison with suggestions from Mr. Putnam.

MOTION: Mr. Nadeau moved to accept the recommendations of Mr. Putnam that the permit and pass prices for 2017 remain the same as in 2016. Seconded by

Mr. Fenick. (6-0) Unanimous.

The Commission reviewed the Ten Year Vendor Comparison for McCook and Peretz Park with suggestions from Mr. Putnam.

MOTION: Mr. Nadeau moved to accept the recommendations of Mr. Putnam that the minimum bid for the McCook Point Park Vendor fee be increased to \$2,200 and Peretz Park Vendor fee be increased to \$800. Seconded by Ms. Curry. (6-0) Unanimous.

The Commission reviewed the fees for the Pavilion and Tent with suggestions from Mr. Putnam for 2017.

MOTION: Mr. Fenick moved to accept the recommendations of Mr. Putnam for the pavilion and tent fees for 2017. Seconded by Ms. Curry. (6-0) Unanimous.

5. EX-OFFICIO REPORT

Mr. Seery reported the Veterans Ceremony was well done. Floyd Walsh, a Pearl Harbor survivor, was the guest of honor.

The Holiday Stroll was well attended and the stores had a great day.

Darlene Stevens, Executive Assistant to the First Selectman, will be retiring on December 30. She has worked for seven first selectmen. Mr. Putnam recommended presenting her with a life time beach pass.

MOTION: Mr. Nadeau moved to give a life time beach pass to Darlene Stevens. Seconded by Mr. Fenick. (6-0) Unanimous.

Mr. Seery reported the new Executive Assistant will be Sandra Andersen.

Ms. Curry reported the East Lyme Middle School did a good job honoring veterans.

6. COMMUNICATIONS

1.) Email to Dave Putnam and Mark Nickerson from Duane Yuhas, dated November 18 regarding the Liberty Green display signs. Mr. Putnam plans to meet with Mr. Yuhas on December 13. He will report back to the Commission at its next meeting.

7. UNFINISHED BUSINESS

a.) Future Park Development. There was nothing new to report on future park development.

b.) Beach Report. There was no further discussion on this matter.

8. COMMITTEE REPORTS

There were no committee reports.

9. NEW BUSINESS

a.) Budget 2017-2018. The Commission reviewed the proposed 2017-2018 budget.

Mr. Putnam informed the Commission the budget will go to the Finance Director on December 19, the First Selectman and Finance Director on January 4, to the Board of Selectmen in February and the Board of Finance in March.

MOTION: Ms. Curry moved to approve the proposed Parks and Recreation/Youth Services budget in the amount of \$944,619. Seconded by Mr. Nadeau. (6-0) Unanimous.

b.) Town Green Signage. There was no further discussion on the Town Green Signage.

c.) 2017 Parks and Recreation Meeting Dates. Mr. Putnam gave Commission members Parks and Recreation proposed meeting dates for 2017.

MOTION: Ms. Curry moved to approve the 2017 meeting dates as presented. Seconded by Mr. Beebe. (6-0) Unanimous.

d.) Hall of Fame. Mr. Putnam reported eight individuals were inducted in the Hall of Fame.

10. ADJOURNMENT

MOTION: Mr. Beebe moved to adjourn the Parks and Recreation Regular Meeting of December 8, 2016 at 7:45 p.m. Seconded by Ms. Curry. (6-0) Unanimous.

Respectfully submitted,

Frances Ghersi, Recording Secretary

Director's Report
December 8, 2016

McCook Point Park:

- Annual Jingle Bell 5K Run will be held this Saturday, December 10th event is sponsored by the Brian T Dagle Memorial Foundation.
- All restrooms with the exception of the Hole in Wall Building have been winterized, Hole in Wall building will be done on Monday after the light parade.
- Band Shell has been delivered to the park and will be stored under the Pavilion, we will going out to bid in January.
- Director recommended fees are provided for your review for the following:
 - Sticker and Day pass fees
 - Pavilion and Tent rental fees
 - Vendor fees
- Fees will need to be approved at the Commissions January meeting.

Budget:

- Operating budgets are due to the Finance on Monday, December 19. I have provided two drafts for your review.

Athletic Fields:

- All irrigation systems have been winterized goal mouth and heavy wear areas have been re-sodded.
- Maintenance crew continues to do an outstanding job of maintaining our facilities.

Light Parade:

- Light Parade is scheduled for this Saturday, December 10th at 6:00 p.m., Robin and Mike have done a great job organizing the event.

Events Magazine:

- Winter edition has been delivered to all homes in Niantic and East Lyme. Relationship with Essex Printing remains very positive.

Miscellaneous:

- We will be partnering with Lawrence and Memorial Hospital for a "Walk with a Doc" program starting this spring.
- We will also be partnering with the Miracle League of Connecticut for a summer camp called "I Can Bike" which teaches youth with special needs how to ride a bike independently.