

East Lyme Parks and Recreation Commission
Regular Meeting Minutes
November 12, 2020

Present: Robert Pfanner
Jackie Curry
Todd Donovan
Thomas Beebe
Pat Larkin

FILED

NOV 18 20 20 AT 3:00 AM/PM
Karin Miller
EAST LYME TOWN CLERK

Absent: Roger Nadeau
Sue Kumro

Also Present: Kevin Seery, Ex officio member of the Board of Selectmen
David Putnam, Director of Parks and Recreation

Chairman Pfanner called the November 12, 2020 meeting to order at 7 p.m. The Pledge of Allegiance was observed.

2. PUBLIC DELEGATIONS. There were no public delegations.

3. MINUTES. Mr. Pfanner asked for corrections, deletions or additions to the October 8, 2020 Regular Meeting Minutes.

The following correction was noted: On page 2, the fourth paragraph should be rewritten as follows: "He asked that everyone not see the Town Clerk unless it is absolutely necessary since they are receiving 600-700 ballots per day."

MOTION (1): Ms. Curry moved to approve the October 8, 2020 Regular Meeting Minutes, as amended. Seconded by Mr. Pfanner. (5-0) Unanimous.

4. DIRECTOR'S REPORT. (See attached Report). Mr. Putnam asked the Commission if they wish to continue having meetings on the second Thursday of each month at 7 p.m. and not have a meeting in July.

MOTION (2): Ms. Curry moved to approve the East Lyme Parks and Recreation Meeting dates as submitted for the 2021 year. Seconded by Mr. Donovan. (5-0) Unanimous.

5. EX OFFICIO'S REPORT Mr. Seery reported Covid-19 is increasing. The three biggest areas are family gatherings, home parties and places of worship. The town is not doing too badly. Five to nine individuals per 100 have been infected. The numbers have risen due to Halloween parties.

Body cameras for the police will cost \$151,000 in the first year. The funds will come from contingency and 30% will be reimburse by the state.

6. COMMUNICATIONS. Mr. Putnam distributed copies of October 28, 2020 letter from the Town Clerk on meeting information.

7. UNFINISHED BUSINESS

- a.) COVID-19 Updates. Mr. Putnam suggested that the Commission hold its December, January and February meetings on Zoom. The Governor's last report suggested that we should have no more than ten people together.

Mr. Putnam informed the Commission that additional signs have been installed to request that individuals on the Boardwalk wear masks.

8. COMMITTEE REPORTS.

- a.) Charlie Fenick Recognition Committee. Mr. Seery reported that the Veterans Council would like to become involved in recognizing Charlie Fenick.

9. NEW BUSINESS

- a.) Preliminary 2021-2022 Budget Discussion. Mr. Putnam asked Commission members to review the Parks and Recreation budget for 2021-2022. He informed the Commission his Program Coordinator plans to retire in June. He would like to hire an entry level Program Coordinator. The proposed budget is a 5% increase.

Since his department is expanding its responsibilities, he would like to have four full-time maintainers and an Assistant Director. He distributed his recommended organization chart to Commission members, as well as job descriptions for an Assistant Director and Recreation Program Coordinator.

Mr. Seery stated the Board of Selectmen review the budgets at the end of January and forward it to the Board of Finance with its recommendations by the end of February.

Mr. Larkin asked do you now have a second Program Coordinator because of Youth Services? Mr. Putnam replied Yes. Mr. Beebe asked who would fill in for him while he is on vacation? He replied the Assistant Director would. Mr. Putnam recommends that this position be non-union. Mr. Beebe asked if area towns have an Assistant Director. Mr. Putnam replied Waterford does. Mr. Larkin felt the Assistant Director's salary should be reduced to \$65,000. Mr. Putnam agreed to ask what Waterford's Assistant Director 's yearly salary is.

Mr. Putnam distributed his recommendations for the Parks and Recreation Beach Entry Fees Comparison for next year.

Mr. Putnam informed the Commission there are two cracks on the Boardwalk sidewalk that need repair. Mr. Sheer has a product to repair it but Mr. Putnam does not have staff to take care of it because this product needs to be done in phases.

He felt the Open Space Plan at Darrow Pond should be part of the Master Plan. The parking lot and Open Space improvements are needed. Two hundred acres are for conservation and 100 can be used for recreational purposes. He suggested golf.

A new raft is needed at McCook's.

b.) Disc Golf Presentation. Mr. Putnam reported a Disc Golf power point presentation will be given at the December Parks and Recreation Commission Zoom Meeting.

10. ADJOURNMENT

MOTION (3): Mr. Beebe moved to adjourn the East Lyme Parks and Recreation Commission Regular Meeting of November 12, 2020 at 8 p.m. Seconded by Mr. Larkin. (5-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary

**Director's Report
November 12, 2020**

McCook Point Park/Beaches:

- Attached for discussion is my recommendations for Beach Entry Fees for the 2021 season. I have also included equipment needs for McCook and the beaches.
- Restrooms have remained open we will keep an eye on the weather and winterize as appropriate.
- The Copper Beach Tree between the Picnic Pavilion and Railroad Tracks will be taken down in the next few weeks, it has become a safety concern.
- Additional trees approved by the Commission as part of the ELPT Foundations program have been planted we are at the maximum number of trees approved for the Park.
- We have increased signage on the Boardwalk as it relates to wearing a mask when social distancing cannot be maintained.
- Niantic Light Parade will be held at McCook Point Park on Saturday, Dec. 12th.

Athletic Facilities:

- All irrigation systems have been winterized.
- Fencing project at Veterans Memorial Park will begin later next week, renovations will include re-placement of the Backstop on the Softball Field, replacement of chain link fencing along both baselines and split rail fencing along the southern part of the new roadway.
- Youth Soccer will compete their season with an additional game on Nov. 21st all other fall sports have conclude their seasons.

Darrow Pond:

- I met and toured with Rob Lemire who designed the disc golf course in Haddam-Killingworth, I was extremely impressed with the use of the land and think a course will be a great addition to this area. Rob has expressed an interest in helping us move forward with design plans.

Budget:

- A preliminary operating budget draft is provided to begin discussions for 2021-2022.

Programs:

- See attached report.

Miracle League Field:

- The Board of Education has approved Phase II of the plan which will include a fully accessible playscape and restroom/concession building. Next step will be to present to Zoning for approval.
- Programming in the fall included a dance and soccer program.

