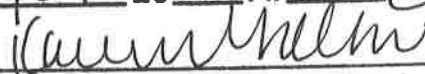


East Lyme Parks and Recreation Commission  
Regular Meeting Minutes  
January 13, 2022

Present: Thomas Beebe, Chairman  
Jackie Curry  
Kathleen Kovalanka  
Todd Donovan  
Pat Larkin  
Rob Tukey  
Sue Kumro

FILED

JULY 24 2022 AT 9:00 AM/PM  
  
EAST LYME TOWN CLERK

Also Present: Dan Cunningham, Ex officio member of the Board of Selectmen  
David Putnam, Director of Parks and Recreation  
Mike McDowell, Recreation Supervisor  
Patricia Dallas

**1. CALL TO ORDER** Chairman Beebe called the January 13, 2022 Parks and Recreation Commission Meeting to order at 7:00 p.m. The Pledge of Allegiance was observed.

**2. PUBLIC DELEGATIONS.** Ms. Dallas reported she has a 21-year-old autistic son that she would like to find meaningful work and real-life skills for. He is independent but cannot live and work independently. On weekends she would like to sell iced coffee or tea with her son at McCook's. Mr. Putnam asked if her son would receive a salary? She replied he would. Ms. Kumro asked if she would need a vendor's permit? Mr. Putnam said she would. Ms. Kovalanka asked if there would be any health requirements. Ms. Kumro felt this was a wonderful idea. Mr. Putnam did not feel it would be a conflict with our vendor. Mr. Putnam felt the proper insurance would be needed. She would be able to work out the location. Ms. Dallas asked what would my first step be? Ms. Kumro felt you would need to set up a business. Mr. Putnam did not see any down side, unless someone has another concern. He added we do publish a bid for a vendor. Mr. Larkin stated all other vendors pay for the right to work there. Mr. Putnam stated this is the first time anyone has come forward with a proposal like this. Ms. Kovalanka asked would you be able to deliver to school employees and connect with the educational side of it? Ms. Dallas asked is there somebody that would incorporate this sort of program? Mr. Putnam reported years ago a coffee vendor was at the VFW. Ms. Kumro asked what does your son do during the summer? Ms. Dallas replied he goes to a program but she would like more for him.

**3. Election of Officers for 2022.** Mr. Putnam asked for nominations for Chairman of the East Lyme Parks and Recreation Commission for 2022.

**MOTION (1): Mr. Larkin moved to nominate Tom Beebe as Chairman of the Parks and Recreation Commission for 2022. Seconded by Ms. Kumro.**

There were no other nominations.

**A vote was taken and Mr. Beebe was unanimously elected Chairman of the Parks and Recreation Commission.**

Mr. Putnam asked for nominations for Vice Chairman of the Parks and Recreation Commission for 2022.

**MOTION (2): Mr. Beebe moved to nominate Pat Larkin as Vice Chairman of the Parks and Recreation Commission for 2022. Seconded by Ms. Kumro.**

There were no other nominations.

**A vote was taken and Mr. Larkin was unanimously elected Vice Chairman of the Parks and Recreation Commission for 2022.**

Mr. Putnam asked for nominations for Treasurer of the Parks and Recreation Commission for 2022.

**MOTION (3): Ms. Kumro moved to nominate Jackie Curry as Treasurer of the East Lyme Parks and Recreation Commission for 2022. Seconded by Ms. Kumro.**

There were no other nominations.

**A vote was taken and Ms. Curry was unanimously elected Treasurer of the East Lyme Parks and Recreation Commission for 2022.**

**3. MINUTES.** Mr. Beebe asked for corrections, deletions or additions to the December 9, 2021 Regular Meeting Minutes of the East Lyme Parks and Recreation Commission.

**MOTION (4): Ms. Curry moved to approve the December 9, 2021 Regular Meeting Minutes of the Parks and Recreation Commission, as presented. Seconded by Mr. Larkin. (7-0) Unanimous.**

**4. DIRECTOR'S REPORT.** (See attached Report). The Commission reviewed two vendor fee recommendations. One in the amount of \$2,900 and one in the amount of \$3,000.

**MOTION (5): Mr. Larkin moved to set the McCook Point Park Vendor Fee at \$2900, Peretz Park at \$1,200 and Cini Park at \$700 for the year 2022. Seconded by Ms. Kumro. (7-0) Unanimous.**

The Commission reviewed McCook Point Park two recommended Tent/Pavilion Fees.

**MOTION (6): Ms. Kovalanka moved to accept the \$175 pavilion fee for a resident for a half day and \$250 for a full day, \$225 for a non-resident half day during out of season with no passes and for a non-resident full day \$350, for a non-resident non-profit for a full day \$350 and a non-resident non-profit for a full day out of season with no passes \$350 and the tent fee for a resident for a half day \$175 and a resident full day \$250 and for a non-resident out of season with no passes for a half day \$225 and for a non-resident full day out of season with no passes \$350 and for a non-resident non-profit \$250. All resident passes receive ten vehicle entry passes. Seconded by Mr. Larkin. (7-0) Unanimous.**

The Commission reviewed two recommendations for the Seebeck Pavilion at the Town Hall.

**MOTION (7): Ms. Kumro moved to approve the fee for a resident for one-half day**

at Seebeck Pavilion for \$75 and a full-day for \$125 and for a non-resident half day \$125 and non-resident full day \$200. Seconded by Ms. Curry. (7-0) Unanimous.

The Commission was asked to consider items for the American Rescue Fund and submit them to Mr. Putnam.

**5. EX OFFICIO'S REPORT** Mr. Cunningham was welcomed as Ex-officio of this Commission. He stated he is happy to be Ex-officio of this Commission.

Mr. Cunningham asked the Commission to be proactive on the American Rescue Funds. He felt it will move quickly.

He asked the Commission not to hesitate to contact him at any time.

**6. COMMUNICATIONS.**

- a.) Letter from East Lyme Historical Society regarding installation of a statue.
- b.) Memo from Parks and Recreation Commission regarding ten purchases for McCook's Point Park.
- c.) Letter to Tom Beebe from David Putnam regarding his retirement from Parks and Recreation.
- d.) Letter to Traci Santos, HR regarding recommendation to employ Nicholas Kupis for Parks and Recreation position.

**7. UNFINISHED BUSINESS**

- a.) Vendor Fees for 2022. Previously discussed.
- b.) Tent and Pavilion Rental Fees for 2022. Previously discussed.
- c.) Budget Review 22'-23'. The Commission reviewed the budget.

**8. COMMITTEE REPORTS**

- a.) Darrow Pond (Todd). Mr. Donovan reported he spoke to First Selectman Kevin Seery regarding Darrow Pond. Mr. Seery was hopeful it will be on the Selectmen's Agenda in the near future.

**9. NEW BUSINESS**

- a.) Business Proposal McCook-Patricia Dallas. Previously discussed.

**10. ADJOURNMENT**

**MOTION (8):** Ms. Curry moved to adjourn the East Lyme Parks and Recreation Commission Regular Meeting of January 13, 2021 at 8:25 p.m. Seconded by Ms. Kovalanka. (7-0) Unanimous.

Respectfully submitted,

Frances Gheri, Recording Secretary

**Director's Report  
January 13, 2022**

**McCook Point Park/Beaches:**

- Vendor fee recommendations for 2022
- Tent and Pavilion fee recommendations for 2022
- Tent replacement approvals have been obtained from the Board of Selectman and the Board of Finance, it is on order and hoping for an early Spring installation.
- Contracts will be sent out shortly for returning seasonal employees. Projected starting dates: Gate Attendants Memorial Day Weekend, sooner based on weather. Lifeguards, Thursday June 16.

**Athletic Facilities:**

- E-mail has been sent to field users with the updated fee structure for 2022.
- We typically open fields for use the first Saturday in April (weather dependent).

**Staffing/Budget/ARPA funding:**

- Our new Maintainer II, Nick Kupis will start on Tuesday, January 18. This brings our F/T Maintenance staff number to 4.
- Budget has been presented to the Finance Director, first review with the First Selectman and Finance Director is scheduled for January 19.
- I have included copies of our 10-year Capitol Improvement, Special Revenue Fund and Beach Enterprise Fund Budgets for your information.
- Mike and I are proposing the provided list of possible projects from American Rescue Plan Act (ARPA) funds. Also provided is language provided by CCM on what projects are acceptable.

**Programs:**

- Niantic Light Parade on Sunday, Dec. 12<sup>th</sup> was a huge success.
- Ski Club currently has 50 kids registered we have postponed the first two weeks because of COVID concerns.
- Miracle League Basketball has 30 kids registered we postponed the start until January 24, again because of COVID concerns
- Miracle League Playing for a Miracle Bash at the Mohegan Sun has been moved to a later date.
- Planning stages for Celebrate East Lyme are underway the date will be Saturday, July 16.

**COVID Test Kit Update:**

- We used our program registration software for the residents to schedule an appointment, we filled all spots (500+) in 4 minutes, it overwhelmed the town server and the REC DESK servers. More kits will be distributed in a drive thru on Saturday, January 15 at the East Lyme Middle School. I am extremely proud of my entire staff for the handling the multiple phone calls and concerns from our residents.