

East Lyme Parks and Recreation Commission
Regular Meeting Minutes
December 11, 2025

Present: Robert Tukey
Sue Kumro
Todd Donovan
Ben Armstrong
Kenzie Lloyd
Alicia Brothers

Absent: David Castro

Also Present: Jerry Lokken, Director
Candice Carlson, Ex Officio

RECEIVED FOR RECORD
EAST LYME, CT
2025 DEC 15 P 12:22
Candice Carlson
TOWN CLERK

Call to Order. Chairman Tukey called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was observed.

2. Public Delegations. There were no guests.

3. Minutes.

a. Approval of the Minutes of November 13, 2025 Meeting

MOTION (1): Ms. Kumro moved to approve the November 13, 2025 Meeting Minutes as presented. Seconded by Ms. Lloyd. (6-0) Unanimous.

4. Director's Report.

a. Search for new Parks Foreman. Mr. Lokken reported Parks Foreman is a special job that needs many skills. We are looking for the right person. No in house is interested nor qualified for this position. Supervisory, athletic, knowledge of beaches mechanical, organizational and sprayer certificates skills are needed. Mr. Donovan asked is our salary competitive with neighboring towns? Mr. Lokken stated it is.

b. Peretz Baseball Field Renovation. The Department completed a renovation of the infield of the Peretz Baseball Field.

We are going to the Zoning Commission for permits for the McCook's seawall. The CIP project is going to Zoning. We have a Darrow Pond Plan that includes trails.

5. Ex-officio Report. Ms. Carlson reported the Selectmen are continuing to discuss the Automatic Ticketing Ordinance. They are looking at traffic in certain areas in

town. Rose Ann Hardy and Ann Santoro have been appointed to the Capital Improvement Committee. A cell tower needs to be added to the Flanders District and there are concerns that must be considered. The Jingle Bell 5K is this weekend.

6. Communications.

a. Darrow Pond Easement Annual Inspection. The Friends of Oswegatchie Hills verified the easement. They sent an Inspection Report with their letter.

b. Memo from Commission for the Conservation of Natural Resources regarding Parks and Recreation vehicles driving on the beach. Mr. Lokken responded informing them that this Commission values the beach and does everything it can to protect it, but it's necessary to drive our vehicles over the beach from time to time.

7. Committee Reports.

a. Darrow Pond. Mr. Donovan reported Mr. Lokken will go to Zoning regarding trails at Darrow Pond. We have the design and are ready for construction. We will need Zoning's approval to seek additional state funding. Maintenance requirements would increase.

b. The Dog Park Committee Ms. Kumro reported the Dog Park Committee met and will meet again in January. They plan to continue looking for a site.

8. Unfinished Business.

a. Possible Creation of Multi-Sport Field Committee. Mr. Lokken reported Ms. Brothers is willing to be liaison to the Playground Replacement Committee.

**MOTION (2): Ms. Kumro moved to appoint Alicia Brothers as liaison to the Playground Replacement Committee. Seconded by Mr. Armstrong.
(6-0) Unanimous.**

b. Possible Creation of Multi-Sport Field Committee. Mr. Armstrong stated he is willing to be the liaison with the committee. Mr. Donovan expressed an offer of help.

MOTION (3): Mr. Donovan moved to appoint Ben Armstrong as liaison to the Multi-Sport Field Committee. Seconded by Ms. Kumro. (6-0) Unanimous.

c. Park Rules. Mr. Lokken reported The Town's Attorney is reviewing the Park Rules. There are three main issues, defining an exempt organization for the purpose of charging field rental fees for youth sports, finding out if we can limit content of banners hung at Liberty Green and adding more structure in the Director's ability to

adjust fees from what the Parks and Recreation Commission set. This matter was tabled until we hear back from the Town's Attorney.

d. Youth Sports Assistance and Collaboration Discussion. Mr. Lokken reported staff members are continuing to speak with other departments. The State of Connecticut has guidelines for individuals involved in youth sports. The Department's goal is to support, assist and collaborate with youth sports. Staff is working to implement best practices in an effort to increase public trust and safety, and to help youth sport board members. Mr. Tukey stated that the Department should focus on offering information and resources to leagues for them to use.

e. Budget Request for FY2026/27. Mr. Lokken distributed draft budget request for FY2026/27. The request shows an increase of 8.83%. This budget includes a 5.3% increase in personnel. The request includes a full year of funding for a new park maintainer position rather than just 6 months, as is included in the current year's budget. Ms. Carlson stated the First Selectman makes the first cuts, then it goes to the Selectmen and to the Board of Finance.

In the Capital Budget, there are four pieces of equipment that are due to be replaced. Mr. Armstrong asked if there is a trade in value. Mr. Lokken replied we dispose of equipment on a public auction website and funds generated revert to the town.

For facility related CIP projects, the staff is hoping to name the proposed parks maintenance shop at Peretz Park after Rob Swan.

MOTION (4): Ms. Kumro moved to approve the budget request for FY2026/27, as submitted: General Fund \$1,031,611, Special Revenue Fund \$934,019, and Capital Improvement Program vehicles \$221,000 and CIP facilities \$2,755,000. Seconded by Ms. Brothers. (6-0) Unanimous.

9. NEW BUSINESS

a. Election of Officers. The Commission was asked for nominations for Chairperson of the East Lyme Parks and Recreation Commission for 2026.

MOTION (5): Ms. Kumro moved to nominate Rob Tukey as Chairman of the Parks and Recreation Commission for 2026. Seconded by Ms. Brothers.

A vote was taken and Mr. Tukey was unanimously elected Chairman of the Parks and Recreation Commission for 2026.

The Commission was asked for nominations for Vice Chairman of the Parks and Recreation Commission for 2026.

**MOTION (6): Mr. Armstrong moved to nominate Todd Donovan as Vice Chairman of the Parks and Recreation Commission for 2026.
Seconded by Ms. Brothers**

A vote was taken and Mr. Donovan was unanimously elected Vice Chairman of the Parks and Recreation Commission.

**MOTION (7): Mr. Armstrong moved to adjourn the December 11, 2025 East Lyme Parks and Recreation Meeting at 8:30 p.m.
Seconded by Ms. Kumro.**

Respectfully submitted,

Frances Gherji, Recording Secretary