

East Lyme Parks and Recreation Commission
Regular Meeting
December 3, 2009

Present: Robert Pfanner
Charles Fenick
William Willetts
Milan Keser
Jackie Curry
Roger Nadeau
Ed Dzwilewski

Also Present: David Putnam, Director of Parks and Recreation

1. Call to Order. Chairman Pfanner called the East Lyme Parks and Recreation Regular Meeting of December 3, 2009 to order at 7:00 p.m.
2. Public Delegations. None
3. Approval of Minutes of November 5, 2009. Chairman Pfanner asked for additions, deletions or corrections to the November 5, 2009 East Lyme Parks and Recreation Regular Meeting Minutes.

MOTION: Mrs. Curry moved to approve the November 5, 2009 East Lyme Parks and Recreation Regular Meeting Minutes as presented. Seconded by Mr. Keser. (6-0, Mr. Pfanner abstained).

4. Director's Report. (see attached report) Mr. Putnam also invited Commission members to attend vision committee meeting with former Parks and Recreation Commission member Mr. Tobin on Tuesday December 8, 2009, 3:00 p.m. at the Parks and Recreation Office.
5. Communications. None
6. Unfinished Business. Mr. Putnam updated the Commission on the Lifetime Achievement Award for 2009, candidate selected will be notified and a date will be selected for early 2010.
7. Committee Reports. None
8. New Business.
 - a. Facilities request form from Cathy Robbins, representing the Alliance for Living, requesting use of the Lower Parking Lot of McCook Point Park on June 11, 2010 from 3:30 p.m. to 8:30 p.m. for the Niantic Bay 10K Road Race.

MOTION: Mr. Fenick moved to approve the facilities request form from Cathy Robbins, representing the Alliance for Living for use of the Lower Parking Lot at McCook Point Park for the Niantic Bay 10K Road on Friday June 11, 2010 from 3:30 p.m. to 8:30 p.m. insurance certificate to be provided naming the Town of East Lyme as an additional insured. Seconded by Mrs. Curry (7-0) Unanimous.

- b. Election of Commission Officers – Mr. Pfanner turned the meeting over to Director David Putnam to conduct the election of officers of the Parks and Recreation Commission for 2010.

MOTION: Mr. Nadeau nominated Robert Pfanner as Chairman of the Parks and Recreation Commission for 2010. Seconded by Mr. Nadeau (7-0) Unanimous.

MOTION: Mr. Fencik nominated William Willetts as Vice-Chairman of the Parks and Recreation Commission for 2010. Seconded by Mrs. Curry (7-0) Unanimous.

MOTION: Mr. Dzwilewski nominated Roger Nadeau as Secretary of the Parks and Recreation Commission for 2010. Seconded by Mr. Fenick (7-0) Unanimous.

- c. Schedule of 2010 Parks and Recreation Commission Meeting Dates

MOTION: Mr. Keser moved to approve the Parks and Recreation Commission Meeting Dates provided for 2010 and forward to the Town Clerk. Seconded by Mr. Nadeau (7-0) Unanimous.

- d. 2010-2011 Budget

The East Lyme Parks and Recreation Department operating and capital improvement budgets were presented and reviewed by the Commission.

MOTION: Mr. Nadeau moved to approve the 2010-2011 Parks and Recreation Department Operating and Capital Improvement Budgets as presented and to include Mr. Putnam's Memorandum to Paul Formica, First Selectman and Anna Johnson, Finance Director regarding the start of a Special Revenue/Revolving Program Account to be separated from the General Operating Budget. Seconded by Mr. Willetts (6-0, Mr. Keser Abstained).

- e. Veterans Memorial Park Fencing Quotes

MOTION: Mr. Fenick moved to approve the fencing quote for Veterans Memorial Park from the Fence and Sons, 77 Nelkin Road, Colchester, CT 06415 in the amount of \$13,680.00. Seconded by Mr. Nadeau (7-0) Unanimous.

- 9. FYI. Mr. Putnam made available to commission members vendor bills and the program budget.

10. Adjournment

MOTION: Mr. Willetts moved to adjourn the East Lyme Parks and Recreation Commission Regular Meeting of December 3, 2009 at 8:00 p.m. Seconded by Mr. Fencik (7-0) Unanimous.

Respectfully Submitted,

David M. Putnam, Director

Director's Report
December 3, 2009

McCook Point Park:

- Lower Bathrooms have been winterized for the season we are keeping the Hole in the Wall Bathrooms open as long as weather permits.
- New picnic tables have been installed by work crews from York Correctional and delivered to the park; we will remove the old tables later this month.
- Budget figures presented at tonight's meeting include revenue projections for Stickers and Vendors. I recommend that sticker fees remain the same and a small \$100.00 increase in the minimum bid for the Ice Cream Vendor to \$1,900.00.

Athletic Fields:

- Deep tine aeration was completed on the Berardo, Keser and Firehouse fields.
- Slice seeding of Pee Wee Football completed.
- Sod in goal mouth areas on Berardo, Keser, Firehouse, front of pitching areas at Little League fields 2 and 3 and at Vets Baseball will be completed this week.
- Irrigation project for Vets Baseball is complete, all labor was done in house saving a significant amount of money Maintenance Crew did an outstanding job.
- We have begun renovations to the Vets Softball Infield old material has been removed we will be putting down new material shortly.
- Fencing replacement will take place in mid-December (price quotes included needs Commission approval).

Liberty Green:

- Renovation work continues with new sidewalks and the paver sidewalk being completed that intersects the green.
- Many thank to Mr. Dzwilewski for the donation of this years holiday tree.

Programs:

- Winter brochure was mailed the week of Nov. 16.
- New York City on your own trip is sold out for Dec. 5.
- See provided information regarding our proposal for Special Revenue Fund for Parks and Recreation Programs.