

East Lyme Parks and Recreation
Regular Meeting Minutes
January 8, 2015

Present: Robert Pfanner
William Willetts
Charles Fenick
Roger Nadeau
Jackie Curry
Pat Larkin

FILED IN EAST LYME
CONNECTICUT
Jan 15 20 15 AT 10:55 AM PM
Bradley D. Hansen ATC
EAST LYME TOWN CLERK

Also Present: David Putnam, Director of East Lyme Parks and Recreation
Kevin Seery, Ex-officio from the Board of Selectmen

MOTION: Mr. Willetts moved to add to this evening's
Agenda, under New Business, a.) Election of
Officers. (5-0) Unanimous.

1. CALL TO ORDER

Chairman Pfanner called the East Lyme Parks and Recreation Regular Meeting of January 8, 2015 to order at 7:05 p.m.

2. PUBLIC DELEGATIONS

There were no delegations.

3. MINUTES

a.) Minutes of Regular Meeting of December 4, 2014.

MOTION: Mrs. Curry moved to accept the Regular Meeting
Minutes of December 4, 2014, as presented.
Seconded by Mr. Fenick. Messrs. Larkin and
Pfanner abstained from voting. Seconded by
Mr. Fenick. (3-0-2) Motion carried.

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

Commission member Roger Nadeau arrived.

5. COMMUNICATIONS

There were no communications.

6. UNFINISHED BUSINESS

a.) Future Park Development. There was no discussion on this matter.

b.) Boardwalk Construction Update. Construction of the Boardwalk is progressing. Cracks were seen in the cement walkway of Amtrak's portion of the construction.

c.) Budget FY 2015-2016. Mr. Putnam reported he has submitted the upcoming budget to the Finance Director. He plans to meet with Mark Nickerson and Anna Johnson on January 13, 2015.

d.) McCook Beach Sticker Fees.

MOTION: Mr. Fenick moved to charge \$50 for non-resident season walk in passes and \$10 for non-resident walk in daily passes. Seconded by Mrs. Curry. (6-0) Unanimous.

e.) Field Usage Fees. Mr. Putnam asked Commission members to review the field usage fees.

Mr. Larkin asked what is the cost of labor to prepare the fields? Mr. Putnam replied labor costs are \$50 per hour, and because he is required by union contract to offer it to his regular staff first, there may be overtime involved.

Mr. Larkin felt most of the teams are non-residents. He asked Mr. Putnam to obtain data from other towns. Mr. Putnam agreed to look into it.

7. COMMITTEE REPORTS

There were no committee reports.

8. NEW BUSINESS

a.) Election of Officers for 2015.

Mr. Putnam asked for nominations for Parks and Recreation officers for 2015.

MOTION: Mr. Fenick moved to nominate the following slate of officers for 2015: Mr. Pfanner Chairman; Mr. Willetts, Vice Chairman and Mr. Nadeau Secretary. Seconded by Mrs. Curry. (6-0) Unanimous.

MOTION: Mr. Fenick moved that the nominations for Parks and Recreation officers for 2015 be closed. Seconded by Mrs. Curry. (6-0) Unanimous.

MOTION: Mr. Fenick moved to approve the above slate of officers for 2015. Seconded by Mrs. Curry. (6-0) Unanimous.

b.) Vendor's bid. Mr. Putnam reported the minimum vendor's bid for 2014 was \$1900 for McCook Point Park and \$600 for Peretz Park. This minimum vendor's bid has not been increased for three years.

MOTION: Mrs. Curry moved to increase the minimum bid for ice cream and food vendor at McCook Point Park to \$2,000 and for Peretz Park to \$700. Seconded by Mr. Nadeau. (6-0) Unanimous.

c.) McCook Point Park Pavilion Reservation Fees. Mr. Putnam asked that the Commission revisit the pavilion reservation fees. It was felt that the fee for the tent should be higher, because it was larger than the pavilion.

MOTION: Mr. Larkin moved to approve the increase to McCook Point Park Reservation Fees as follows: for resident half-day \$35 for the pavilion and \$50 for the tent; for resident full day \$50; for non-resident half day for the pavilion \$65 and half day for the tent \$80 and for full day \$125 for the pavilion and \$155 for the tent; and for Business Reservation fees for a resident half-day for the pavilion \$50 and tent \$65 and for a resident full day for the pavilion \$95 and \$125 for the tent and for a non-resident half-day for the pavilion \$90 and \$105 for the tent and for a non-resident full day for the pavilion \$175 and for the tent \$200. Seconded by Mr. Nadeau. (6-0) Unanimous.

d.) Update on Pesticide Law. Mr. Putnam reported that we use an Integrated Pest Management Plan (IPM) to treat effected turf areas. He added we presently have on staff a Supervisor and two Pesticide applicators. There is a ban to use pesticides presently on school grounds for grades K-8. Grub control products with an EPA number control cannot be used on K-8 school grounds.

9. ADJOURNMENT

MOTION: Mrs. Curry moved to adjourn the Parks and Recreation Regular Meeting of January 8, 2015 at 7:45 p.m. Seconded by Mr. Larkin. (6-0) Unanimous.

Respectfully submitted,

Frances Ghersi, Recording Secretary

Director's Report
January 8, 2015

McCook Point Park:

- Jingle Bell 5K run held on December 13th was a big success, the event had close to 500 participants and was well organized. Monies raised went to the Brian T Dagle Memorial Foundation.
- We had some vandalism to the Hole in the Wall Building Security gates.
- Need approval on the following:
 - McCook Sticker/Pass fees for 2015
 - Vendor Fees for McCook and Peretz Park

Athletic Facilities:

- Maintenance crew has done a great job of preparing the athletic fields for the winter.
- I will be sending out field need request to the sports leagues for the spring in the next few weeks. Tentative opening of the fields is always the first Saturday in April.
- Improvements to Peretz Park scheduled for the spring include the installation of a picnic pavilion and the installation of dugout roofs monies have been approved in the Capital Improvement Budget.
- Maintenance staff is presently working on all of our equipment for the spring start up.

Budget:

- Preliminary Budget for FY 2015/2016 has been submitted to the Finance Director. My budget review with the First Selectman and Finance Director is scheduled for Tuesday, January 13th.

Staffing:

- Arlene Wilbur started her position as our Administrative Secretary on December 8th, the office is now back to a full staff.

Programs:

- Most of our winter programs have started enrollment numbers remain consistent.
- New York City Bus trip had 35 participants.