

RECREATION COMMISSION MEETING  
January 21, 2010

Attending: K. Conway; C. Deming; J. Gowac; C. Grillo, B. Parker; V. Parkus; T. Quinn

Brad Parker called the meeting to order at 7:00 p.m.

Approval of Minutes

The Commissioners reviewed the minutes from the December 17, 2009 meeting. MR. GOWAC MADE A MOTION TO APPROVE THE MINUTES. THE MOTION WAS SECONDED BY MR. PARKUS AND PASSED UNANIMOUSLY.

Treasurer's Report

There was no Treasurer's Report given at the meeting.

Guest and Audience

There were no guests or audience in attendance.

Correspondence

Ms. Quinn reported that she has received a letter from ASCAP informing her that the Town needs to pay them a fee for the Music on the River events. Ms. Quinn stated she will reach out to the Park & Rec directors of other towns to see how they are handling the ASCAP request and will also forward a copy of the letter to the Town's attorney for his review.

Committee Reports

There were no committee reports at the meeting.

Director's Report

Ms. Quinn provided the following Director's Report:

- The 5<sup>th</sup> and 6<sup>th</sup> grade basketball inter-city teams are doing well, however, the 7<sup>th</sup> and 8<sup>th</sup> grade teams have been challenged by the Portland and Cromwell teams due to unequal skill levels. She said she had spoken with the Park and Rec directors of the two towns to address the problem.
- The Town's new website will be up and running in March. Ms. Quinn advised that she anticipates the calendar feature will be very helpful for scheduling Parks and Rec programs and events.
- She noted that it was suggested that officers be appointed for the Music on the River Sub-Committee. There was a general discussion about the suggestion and the Commissioners agreed that the Sub-Committee could benefit from having a chairperson who coordinates meetings and agendas, but they did not feel a full slate of officers was necessary.

There was a general discussion about whether or not to design t-shirts for the Music on the River events; however, no decision was made on this subject.

## Old Business

- A. Nichols Field Playground** – Ms. Quinn reported that she had sent a list of playground repairs to a local contractor and was waiting to hear back from him. She stated that she had attended a Mom’s Group meeting where it was suggested that the playscape be moved to the space where the volleyball court had been. There was a general discussion about the condition of the existing playscape and Ms. Quinn advised that she estimated it would cost approximately \$50,000.00 to replace. Mr. Parker asked Ms. Quinn to bring catalogs of playground equipment to the next meeting. Mr. Grillo agreed to see if the Consumer Union would be interested in making a donation for improvements to the equipment.
- B. Budget 2010-2011** – Ms. Quinn distributed copies of the Commission’s proposed 2010-2011 Budget, Budget Information sheet, and Impact Statement. Mr. Parker recommended including a statement in the “Cost Savings Measures Implemented or Recommended” section of the Budget Information sheet about the elimination of the summer camp field trips in 2009. The Commissioners did not have any other changes to the documents.

MR. GOWAC MADE A MOTION TO APPROVE THE 2010-2011 BUDGET AS PROPOSED. THE MOTION WAS SECONDED BY MR. GRILLO AND PASSED UNANIMOUSLY.

## New Business

- A. Registration Procedures – proposed changes** – Ms. Quinn reported that she has been trying to accommodate a significant number of late registrations for the 3<sup>rd</sup> & 4<sup>th</sup> grade basketball program which has created a number of problems. There was a general discussion about how to handle late registrations and it was agreed that, going forward, late registrations would be put on a waiting list and added to teams only on an as-needed basis.
- B. Earth Day** – Ms. Quinn advised that she had spoken with Mr. Ventres about the Parks and Recreation Commission participating in the Town’s Earth Day events this April. He agreed to get her a list of scheduled projects and she said she will solicit volunteers for a Parks and Rec team.
- C. Park Improvements** – Ms. Quinn stated that the Mom’s Group had also asked about building a larger playground complex with improved landscaping. She stated that she has spoken with the Public Works Department about trimming bushes at Nichols Field and the Town Beach and said she would speak with the Finance Director about possible grant opportunities for building playgrounds.
- D. Programming changes – soccer/basketball** – Ms. Quinn suggested establishing a sub-committee to research ways to improve participation in the Parks & Rec soccer and basketball programs. She noted that the Soccer Club’s Kicker programs seems to be very successful and asked if there were similar ways to enhance the Parks and Rec programs. Mr. Grillo agreed to invite the Soccer Club President to the February meeting to talk about their Kicker program.
- E. Special Revenue Fund** – Ms. Quinn stated that the Finance Director recommends transferring the Parks and Rec program budget information into a Special Revenue Fund. Mr. Parker noted that not all of their programs are meant to be self-supporting and that he felt it was not always wrong if some programs subsidized others. She agreed to invite the Finance Director to the February meeting so that she can explain the concept of a Special Revenue Fund to the Commissioners.
- F. Camp Applications** – Ms. Quinn reported that she had started sending out camp applications.
- G. Scholarships/After School Programs** – She noted that Parks and Rec has joined with Youth and Family Services to sponsor an open gym time program and stated that Parks and Rec planned on charging its regular \$10 program fee. She advised that Ms. McCabe would prefer not to charge the fee so they compromised and agreed

to provide scholarships as needed. The Commissioners agreed with the proposal as long as any public announcement about the scholarships stated that they will be offered through Youth and Family Services.

- H. Community Conversations** – Ms. Quinn reported that members of the Mom’s Group expressed interest in more pre-school programs. She advised them that she has scheduled several such programs in the past that have not been very well attended and requested their input regarding better scheduling times. She stated that they suggested she organize a pre-school program for Monday nights from 5:00 p.m. to 6:00 p.m. which she agreed to do.
- I. Round Table Discussion** – Ms. Quinn stated that she has been attending the meetings of the Early Childhood Council which is a grant funded program. She provided an overview of the purpose of the Council and advised that Ms. Priaiser, the coordinator, has organized a forum for East Haddam parents in March to discuss the issues that concern them and that she will be attending to observe and learn.
- J. Survey Monkey – Needs Assessment** – Ms. Quinn advised that she would like to perform a Parks and Rec needs assessment via surveying Town residents. She stated that she hopes to have her work-study volunteer put a list of questions out on Survey Monkey and that she would appreciate any suggestions for questions. She noted that the Commissioners can forward their suggestions to her.

Adjournment

There being no additional business to discuss MR. GRILLO MADE A MOTION TO ADJOURN THE MEETING. THE MOTION WAS SECONDED BY MR. GOWAC AND PASSED UNANIMOUSLY.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Sharon R. Wheeler  
Recording Secretary