

**TOWN OF HEBRON
PARKS AND RECREATION COMMISSION
REGULAR MEETING
FEBRUARY 23, 2010**

RECEIVED

2010 MAR -3 P 2: 42

Ann E. Hughes Asst
HEBRON TOWN CLERK

Members Present: R. Poudrier, C. Natorski, P. Hartan, A. Fitzpatrick and M. Gauthier

Members Absent: A. Heneghan, and E. Ott

BOS Liaison Present: Dan Larsen

Staff Present: R. Calarco, Director of Parks & Recreation

1. Ascertain a Quorum

A quorum is present.

2. Call to Order

R. Poudrier called the meeting to order at 7:33p.m.

3. Citizen Comments/Correspondence

There are no citizen comments.

R. Calarco reported that a note was received from Hebron Interfaith thanking the Parks and Rec. Department for the donation of the free yoga class for their auction.

4. Commission Policy and Assignment Review

R. Poudrier suggested that this matter be covered in a special meeting or workshop. R. Calarco noted that in March Josselyn Salafia and Jared Redmond will be coming for the regular meeting to report on the basketball program. Members agreed to cover this topic in a workshop and R. Calarco stated that he will send out notices regarding available dates.

Motion:

A. Fitzpatrick moved that this matter be tabled and a workshop be held on this subject. C. Natorski seconded and the motion passed unanimously (5-0-0)

R. Calarco noted that he had sent to members a packet which included the Town Charter and Ordinances, the Park Policy which is a town ordinance, the Pavilion Policy and, the field allocations.

5. Director's Report

Programs

R. Calacro reported that basketball is nearing completion. He added that the program went well overall and that there were over forty (40) teams. He noted that next months Agenda will include the basketball program so that it can be discussed at length.

With regard to the PREP program, R. Calacro reported that there are twenty six (26) currently enrolled in the morning and seventy (70) after school (72 is the maximum). He stated that the program is going well. He noted that because of the discussions regarding the possibility of full day kindergarten registration for PREP is down even though the \$100.00 deposit is refundable.

R. Calacro reported that the spring brochure is being finished up and will come out towards the end of March. He noted that Kelly Bindert called all of the advertisers to thank them and that an aerial photograph of the airline trail will be the spring cover. He also noted that there are thirty (30) currently enrolled in zumba and that 20-25 adults have signed up for programs as a direct result of the new brochure.

R. Calacro stated that he is currently working with AHM regarding an adventure camp for 7th to 9th graders and also on a program on obesity.

R. Calarco reported that Josselyn Salafia and Jared Redmond and two staff from PREP went to a training seminar in East Hartford to see entertainers.

R. Calarco reported that the February vacation camp had a very good response and that block scheduling for the campers was used.

Parks

R. Calarco reported that the machinery has been re-built cleaned and painted during the winter months. He also stated that they have found the problem with the skate park ramp and located and purchased the material they need to fix it. He also noted that the repairs to the ramp will be made by his staff.

R. Calarco reported that the grant contract with the State for the solar panels for the park building has been signed and sent back. The project will go out for bid after March 1st.

R. Calarco reported that he obtained the materials needed for the airline trail and that the labor went out to bid for daily and weekly rates with eight (8) companies responding with quotes.

R. Calarco reported that the bid was awarded for the fence around the pond at Burnt Hill Park and that a neighbor of Burnt Hill Park has requested a fence. He noted that he is proposing a split rail fence with mesh wire be installed by his staff.

Budget

R. Calarco provided members with the BOS budget meeting schedule and noted that the Parks and Recreation Department will be heard on Tuesday, March 16th from 8:45pm to 9:15pm.

R. Calacro gave members information regarding Fund 1 including that the Fund 1 is the Parks and Rec. operational budget but it does not include salaries for R. Calarco and Jay Hungerford. He explained that this years' budget shows an increase of 17.51% because the town requested that an employee salary of \$20,312 be reflected here. In addition, he explained that all increases to FICA are shown in Fund 1.

R. Calarco also gave information about what is specifically covered by Fund 4 and that they will give the Town \$25,000 from Fund 4 on April 1st. R. Calarco noted that having Jocelyn Salafia and Jared Redmond work at PREP has helped with Fund 4.

R. Calarco discussed that he is still waiting for the RHAM bill to come in and that \$9500.00 was budgeted for it. He noted that it may be higher because all of the basketball games with Andover were scheduled as home games on weekends.

R. Calarco noted that if the Town decides to go to full time kindergarten six (6) part time employees at PREP will loose their jobs.

C. Naturski noted that most towns' people are unaware that PREP is run by the Parks and Recreation Department or that it is the Parks and Recreation Department that takes care of the schools' lawns. She also noted that many people are unaware that numerous Parks and Recreation programs are self funded. D. Larsen added that it is important to educate people on these matters.

R. Poudrier pointed out that this year's budget includes an entirely new park with increased acreage to be maintained and therefore this budget cannot be compared to last years.

Commission members discussed the amount of money given back by the youth groups each year and the amount of money saved in maintenance costs by having the additional worker.

Commission members discussed Fund 4 and the amounts given to the town each year and the contribution from the cell tower to the parks operational budget.

6. Acceptance of January 26, 2010 meeting minutes

It was noted that Machal Gauthier should be listed as a Regular Member of the Commission. On the first sentence on Page 2 of 4, "2011" should be added after the word "spring." Also on Page 2 of 4, in the fifth full paragraph, the sentence should read, "R. Calarco reviewed the locations of the hydrants at Burnt Hill..." On Page 3 of 4, the second sentence of the sixth paragraph should read, "He gave an update as to staff and

their projected health insurance needs.” It was also noted that the time of 9:20p.m. should be reflected in the motion regarding adjournment.

Motion:

*C. Natorski moved to accept the December 8, 2009, minutes as amended.
A. FitzPatrick seconded and the motion passed (4-0-0, P. Hartan abstained).*

7. Liaison Reports

A. Fitzpatrick reported that A. Tierney discussed the dump truck body issue at the CIP meeting.

8. Next Meeting Topics, March, Basketball Program Review, April, Burnt Hill Building, Operation Tour, May, Meeting with RHAM Board


R. Calarco stated that the March Agenda will include a review of the basketball program and Josselyn Salafia and Jared Redmond will be present for this meeting. He also noted that April’s meeting will take place at Burnt Hill Park and will include an operational tour and that they may want to postpone the meeting with the RHAM Board which was tentatively scheduled for May.

9. Adjournment

Motion:

C. Natorski moved to adjourn the meeting at 9:15 p.m. A. Fitzpatrick seconded and the motion passed unanimously (5-0-0).

Respectfully submitted,


Jillene B. Woodmansee
Board Clerk