

PARKS & RECREATION COMMISSION
REGULAR MEETING
FEBRUARY 24, 2009
SENIOR CENTER

RECEIVED

2009 MAR -2 P 12:07
Anne E. Heneghan
HEBRON TOWN CLERK

PARKS & RECREATION MEMBERS PRESENT: A. Fitzpatrick (7:31), P. Hartan, A. Smith, E. Ott, A. Heneghan (7:31), C. Natorski
MEMBERS ABSENT: , R. Poudrier
STAFF PRESENT: R. Calarco, Parks & Recreation Director
GUESTS: D. Salan, Friends of Hebron Parks

A. Smith, Vice Chair, called the meeting to order at 7:30 p.m.

Acceptance of Minutes:

Special Meeting- January 29, 2009: The following changes were noted: page 1, second paragraph, first sentence, delete "becomes where it . . .;" and third sentence, add "with a couple of times . . .;" page 1, last paragraph, change "package" to "funds," and add *East Street* project; page 2, first paragraph, add "at the park opening" to the very end of the paragraph; page 2, second paragraph, clarify that the town will receive the installation of home-plate and the pitcher's mound in exchange for doing demonstrations on the field; page 2, third paragraph, change "overlapping of games" to "overlapping of the game schedule;" page 2, ninth paragraph, clarify that the town only has two full day kindergarten classes; page 2, tenth paragraph, change Anne Heneghan to *Allison* Heneghan and clarify that this could be done by the Friends of *Hebron Parks*. A. Fitzpatrick made a motion to approve these minutes as amended. A. Heneghan seconded the motion. The motion passed unanimously.

Citizen Comments:

Dawn Salan, Friends of the Hebron Parks, introduced herself. She noted that she was here tonight to participate on the discussion of possible fundraising ideas for the East Street park.

Park Project Update:

R. Calarco reported on the status of the building. They are now installing the roof. They are shingling the roof when the temperature allows. The doors are up. They should be installing the windows by the end of the week. The electrician and the people for the water tank should be out at the site tomorrow.

R. Calarco then reported that they should start working on the bathroom building by the end of March. They have also started working on cutting down trees and brush at Church Street.

The pavilion will go out to bid the end of April/beginning of May. He expects it to be built in the June/July time frame. He will be meeting with Simcroft in approximately two weeks to review what is left to be done on the East Street park.

R. Calarco then reported that the only sports organizations that has contacted him is football. Football has told him that they would like to install a scoreboard at the East Street Park. R. Calarco is working with them to get the appropriate approvals.

R. Calarco then reported that Gayle Mulligan had suggested to him that the sports organizations look into purchasing a concession trailer instead of building a concession stand. This would give them more flexibility in the park and cost less. He has started pricing them out and thinks one will cost \$30,000. The Commission thought this was an excellent idea.

Finally R. Calarco reported that the park project is still on track with its budget.

A. Heneghan asked if a brick walkway could be a possible fund-raiser? R. Calarco thought this was possible and he thought they could get the manpower together to get it installed.

Park Naming:

The discussion turned to naming the East Street Park. R. Calarco, A. Fitzpatrick and C. Natorski reported that they were all present at the BOS meeting when this item was discussed. They reported that the BOS preferred collecting naming suggestions from the public versus picking one of the two names proposed by the Commission.

It was noted that the BOS wants the final say on the name for the park so there cannot be a naming contest. The Commission considered whether the Friends of Hebron Parks should be given the responsibility of coordinating and administering the naming of the park. Everyone thought this was an excellent suggestion.

E. Ott made the following motion:

- The Parks & Recreation Commission has the Friends of Hebron Parks coordinate and administer the collection of naming suggestions for the East Street parcel. This collection shall be completed by April 15, 2009 and presented to the Parks & Recreation Commission at their April 28, 2009 regular meeting.

The Parks & Recreation Commission will review the suggestions and make their recommendation to the Hebron Board of Selectmen at their April 28, 2009 meeting.

C. Natorski seconded the motion. The motion passed unanimously.

It was noted that the East Street parcel's name will be unveiled at the grand opening scheduled for August 15, 2009 (rain date is August 16, 2009). The Commission considered celebrities who may be interested in attending the park opening ceremony. Some Commission members will check into this possibility.

Pavilion:

R. Calarco noted that the Commission has received a copy of his proposed policy for charges and use of the East Street park pavilion. He asked the Commission to review the document and make suggestions.

A. Fitzpatrick commented that she thought they should be charging more for renting the pavilion. It was also noted that the people using the pavilion will be responsible for taking out their own garbage and that applicants may be required to submit a certificate of insurance as a condition for granting approval or sign a waiver.

D. Salan asked if the Friends of Hebron Parks could look for people to donate grills and picnic tables. R. Calarco responded that no one will be able to cook under the pavilion. Also that the scouts will be building the picnic tables.

The Commission members will bring their comments with them to the next meeting for discussion.

D. Salan left the meeting at 8:35 p.m.

Director's Report:

R. Calarco reported that RHAM has agreed to allow Hebron to use their competition field this coming spring. In exchange R. Calarco will be fixing one of their fields. R. Calarco added that once East Street park is open, Hebron will not have to use RHAM's field.

The discussion then turned to a labor issue. In the current 08/09 budget, Parks & Recreation had budgeted \$17,185 to hire a second full time person in March to help maintain Hebron's parks. In an effort to cut costs and cover the snow budget overage, the town manager was initially proposing that this position not be filled. J. Clark is now proposing that this job be assigned to a public works employee.

R. Calarco went before the BOS during their February 5, 2009 meeting and proposed that this position now be filled by a 36 week seasonal position. He provided the Commission with a fact sheet that outlined the costs to the 08/09 and 09/10 budgets. He also noted that he is proposing to contribute \$25,000 this year from Fund 4 for this position. He also reported that this same fact sheet was provided to the BOS at their February 5th meeting.

R. Calarco reviewed this fact sheet line by line with the Commission. He then reported that at this meeting the BOS only authorized him to advertise for this position. The Parks & Recreation Department paid for the advertising. This posting will close on March 6, 2009.

The Commission members will take the initiative of contacting their respective liaison counterparts on the BOS and BOF to try to ensure that this park operations position is filled. No one wants to see these new fields and park improvements go to waste because there is no one to maintain them. Millions have already been spent by the taxpayers. They need to be maintained and the new park needs to be open on time.

R. Calarco then reported that he is scheduled to meet with A. Tierney, Public Works Director and the town manager this Friday to discuss how they can work together to ensure that the fields are maintained.

Correspondence:

The following items were provided to the Commission:

- Agenda for tonight's meeting
- Minutes for the January 29, 2009 meeting for approval
- Draft copy of the Hebron Parks & Recreation Department Spring & Summer 2009 Program Flyer
- R. Calarco's memo analyzing the proposed cost (08/09 and 09/10) for new park operations staff.
- R. Calarco's monthly update (dated February 19, 2009)
- Parks & Recreation's invitation to Hebron residents to name the East Street Park
- Draft copy of Parks & Recreation's proposed policy and charges for using the East Street Park Pavilion.
- Update on program enrollment numbers (dated February 19, 2009)
- Information on PREP's April Vacation Camp
- Flyer for Hebron 18th Annual 5K Road Race

Liaison Reports:

E. Ott reported that he emailed his contacts for football and baseball and asked them to let parks and recreation know what they will need for the new East Street park.

A. Heneghan asked R. Calarco what projects the Girl Scouts could work on for the East Street park. It was also noted that the cub scouts are also looking to complete a conservation project. R. Calarco will think of ideas and get back to everyone.

Adjournment:

The meeting adjourned at 9:40 p.m. The next regular meeting is scheduled for March 24, 2009. The basketball coaches are being invited to attend to discuss the past season.

Respectfully submitted,



Linda Bulkovitch
Board Clerk