

RECEIVED

**TOWN OF HEBRON  
PARKS AND RECREATION COMMISSION  
SPECIAL MEETING  
APRIL 28, 2010**

2010 MAY -4 P 1:19  
Aimee E. Dwyer  
HEBRON TOWN CLERK

Members Present: E. Ott, A. Fitzpatrick, A. Heneghan, C. Natorski and  
M. Gauthier

Members Absent: R. Poudrier and P. Hartan (with notice)

Guests Present: Alex Smith

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

1. Ascertain a Quorum

A quorum is present.

2. Call to Order

A. Fitzpatrick called the meeting to order at 7:32p.m.

3. Burnt Hill Park Tour

R. Calarco suggested that the Commission tour the outside of the parks operations building before dark. Members toured the garage and outside storage and stockpile areas. R. Calarco also reviewed with the Commission all of the work which was completed by his crew over the winter.

4. Citizen Comments/Correspondence

Alex Smith regarding Lemonade Stand at Burnt Hill

Jackie Landry regarding Selling Homemade Flowers/Brownies at Burnt Hill

Alex Smith stated that she has formed a team for the Relay for Life which is held in Glastonbury and that the team needs to raise funds. Her proposal is to sell concessions at Burnt Hill Park on two separate occasions in the very near future. Members discussed concerns regarding health department permits, the youth groups selling items and that a policy needs to be formulated stating that each and every request such as this must come before the Commission for approval and that the request must come from towns' people raising funds for a recognized charity. Members also discussed having the applicant provide proof of the donated funds raised. A. Smith stated that she would not be selling any items which would require health department approval, only candy, packaged chips, and water. Members noted that they did not see a problem if A. Smith and J. Landry wanted to sell items on the same dates.

Motion:

*C. Natorski moved to let Alex Smith and Jackie Landry, who have petitioned the Commission to sell products at Burnt Hill Park at special events during the month of May because they are a town group raising funds for a non-profit organization. M. Gauthier seconded the motion.*

*A. Heneghan moved to amend the motion to add that proof of funds raised needs to be provided to the Town. E. Ott seconded the amendment.*

*C. Natorski moved to amend the motion to state that permission is granted to Alex Smith and Jackie Landry who must also comply with the Board of Health. E. Ott seconded the amendment.*

*A. Fitzpatrick called for a vote on the motion and amendments. C. Natorski's motion passed unanimously (5-0-0), A. Heneghan's amendment passed unanimously (5-0-0) and C. Natorski's amendment passed unanimously (5-0-0).*

A. Smith exited the meeting at 8:14pm.

5. Director's Report

Parks

R. Calarco reviewed with the Commission all of the equipment owned by the Parks and Recreation department including the trucks, mowers, trailers, and dump trucks.

R. Calarco stated that mowing and trimming Burnt Hill Park is taking 24-30 hours and that his staff is having trouble keeping up. He also stated that he sprayed for a clover infestation once and may have to spray again. He noted that a sign was placed at the entrance of the park to warn people that he had sprayed.

R. Calarco reported that Veterans' is now a 70' baseball field and that the first phase of the spur on the airline trail is done.

Programs

R. Calarco reported that there were 142 participants in the road race. He also reviewed that the egg hunt which was held at Burnt Hill went well overall but that a few things will be changed next year including stating a firm start time for the hunt and separating the children by age ranges.

R. Calarco stated that block scheduling was introduced during the April vacation camp and was very effective.

R. Calarco reported that all of the mailing costs were covered by the brochure and that the Norwich Bulletin has contacted him about running a monthly article on Hebron Parks and Rec. He also noted that Zumba had to be moved to the gym because enrollment is at 40.

Members discussed full day kindergarten and the effect it will have on the prep program and its staff. R. Calarco also reported that Josselyn and Jared have both been working at prep. He noted that they are considering a schedule change for Josselyn and Jared in order to have consistent morning coverage.

A. Heneghan suggested R. Calarco look into offering prep for the pre-k program.

R. Calarco reported on his meeting with Bonnie Therrien and Fund 4. Members discussed the status of the potential move of the offices to Burnt Hill Park and its related costs.

R. Calarco noted that since the upcoming schedule regular meetings will not be held at Burnt Hill Park, the Commission must officially change the regular meeting schedule.

Motion:

*C. Natorski moved that the Parks and Recreation Commission meeting at Burnt Hill Park on Tuesday, May 25<sup>th</sup>, 2010 has been cancelled due to a location change. A. Heneghan seconded and the motion passed unanimously (5-0-0).*

Motion:

*E. Ott moved that the meeting has been moved to the Russell Mercier Senior Center and it is scheduled for Tuesday, May 25<sup>th</sup>, 2010 at 7:30pm. C. Natorski seconded and the motion passed unanimously (5-0-0).*

Motion:

*A. Fitzpatrick moved to accept the Parks & Recreation Commission 2010 Amended Calendar dated April 29, 2010. C. Natorski seconded and the motion passed unanimously (5-0-0).*

A. Heneghan exited the meeting.

6. Acceptance of March 23, 2010 meeting minutes

It was noted that E. Ott should be listed as a Members Present. On Page 2 or 5 in the first paragraph, second sentence "girl" should be corrected to "girls." On Page 3 of 5, in the motion, "roistered" should be corrected to "rostered." Also on Page 3 of 5, the last paragraph on the page should read, " J. Salafia stated that National Trails Day will be Saturday, June 5<sup>th</sup> from 10-2 and that there will be stations set up along the airline trail running through Colchester and Hebron to East Hampton..." It was also noted that on

Page 4 of 5, in the last sentence under the heading of Budget, "hid" should be corrected to "his."

*Motion:*

*E. Ott moved to accept the March 23, 2010, minutes as amended.  
M. Gauthier seconded and the motion passed (4-0-0).*

7. Next Meeting's Topics

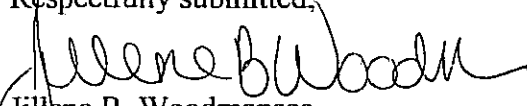
R. Calarco reported that May's topic will be the Park Project Update and a basketball item, June will be a regular meeting and the RHAM Board is scheduled for August. A. Heneghan requested that Report on Friends of the Parks be added to the May Agenda.

8. Adjournment

*Motion:*

*C. Natorski moved to adjourn the meeting at 9:39 p.m. C. Natorski seconded and the motion passed unanimously (5-0-0).*

Respectfully submitted,

  
Jillene B. Woodmansee  
Board Clerk