

**TOWN OF HEBRON  
PARKS AND RECREATION COMMISSION  
SPECIAL MEETING  
SEPTEMBER 21, 2009**

RECEIVED  
2009 SEP 30 P 2:19  
*Case A Pampunin*  
HEBRON TOWN CLERK

Members Present: R. Poudrier, E. Ott, A. Fitzpatrick, A. Heneghan, A. Smith and P. Hartan

Members Absent: C. Natorski

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

Guests: Machel Gauthier (potential alternate)

1. Ascertain a Quorum

A quorum is present.

2. Call to Order

R. Poudrier called the meeting to order at 7:36p.m.

3. Citizen Comments/Correspondence

None

4. Picnic Pavilion/Rental Policy

Members and R. Calarco discussed edits, deletions, and changes to the draft Picnic Pavilion Rental Policy. It was decided that the Board Clerk would make the edits to the document and forward it to Kelly.

Members and R. Calarco discussed that the fee to be charged for the rental of the Pavilion is not a money maker for Parks and Rec. but can be used to maintain the picnic tables.

5. Director's Report

Programs, Parks and Park Project

R. Calarco reported that using the program brochure from the *Norwich Bulletin* will save approximately \$200.00 in printing costs and 30 hours of office time for the fall/winter brochure and will save significantly more for the summer brochure. He noted that *The Bulletin* wants to have the brochure come out on Dec. 18<sup>th</sup> and he would like it to come out after Jan. 1<sup>st</sup> so he will be contacting them to discuss.

R. Calarco stated that he hasn't heard any negative feedback regarding the rate for basketball. With regard to the 7<sup>th</sup> and 8<sup>th</sup> grade recreation league R. Calarco reported that if the boys are taken out of the league, the girls cannot play in it either. He noted that he contacted Columbia, Marlborough and Bolton to see if they would play Hebron and they stated that they would but they would not pull out of their current league.

R. Calarco reported that the Halloween trail will include three (3) non scary scenes and that it is scheduled for 10/24 with a rain date of 10/25.

R. Calarco discussed that trips are the biggest cancellations.

R. Calarco discussed that his plan for next months meeting is to discuss potential changes to the summer program.

R. Calarco reported that a \$200,000 STEAP Grant was awarded to the Peters House.

R. Calarco stated that the Certificate of Occupancy is expected this week for the park building at Burnt Hill Park and that with regard to the move of the Parks and Rec. offices, R. Calarco stated that he would be appearing before the Planning and Zoning Commission on October 13<sup>th</sup> to discuss the move.

R. Calarco reported that bids are out for t-shirts and for the electrical work at the pavilion.

R. Calarco discussed with members the continued difficulty he is having maintaining the grounds. He noted that the staff is painting sixteen (16) athletic fields a week and doing 140 acres of mowing. He stated that Public Works recently gave him one hundred twenty (120) man hours. He stated that he hopes to meet with the town management team soon to discuss that \$17,000 was returned to the fund balance and that to keep a staff member full time will cost between \$3500 and \$5500 for the rest of the fiscal year.

R. Calarco stated that he will be bringing rough plans for Hebron El. next month and that the school was awarded a small grant for walking trails. He noted that he is still waiting on proposals for Church St. and Gilead.

R. Calarco stated that lacrosse is using Hebron El. 7 days a week and Gilead on weekends.

Members and R. Calarco discussed the ongoing problems with the fields at RHAM. R. Calarco reported that the baseball/soccer field is shut down completely and that the fields have not been maintained. He noted that that RHAM does not use the fields at Burnt Hill but are using Veterans. R. Calarco reviewed with members what he does to keep the fields in good shape.

A. Smith noted that the basketball court at Veterans is not in good shape and R. Calarco acknowledged that it needs to be re-sealed. A. Smith also advised R. Calarco that earlier in the day a diaper bag was stolen off a picnic table at the playground at Veterans.

A. Fitzpatrick asked that the programs data sheet provided for the meetings include additional information such as last years comparison and a maximum and minimum figures for the programs.

R. Poudrier noted that there are back to back games at Burnt Hill Park and he was questioned about using another field for warm ups. R. Calarco stated that the soccer field cannot be used.

A. Smith reported that the Friends of Hebron Parks is applying for grants for a snack shack.

R. Calarco stated that he would like to have the youth groups come together in January.

*Motion:*

*A. Heneghan moved to seat A. Fitzpatrick as the CIP liaison for the fiscal year 2010 – 2011. R. Poudrier seconded and the motion passed (6-0-0).*

6. Acceptance of September 1st meeting minutes

It was noted that on page 2, in the first full sentence of should read, “W. Reilly noted that direct mail reaches 100% of homes while insertion...” Also on page 2, in the third full paragraph, the second sentence should read, “W. Reilly stated that they would need the copy 2-3 sooner than we would normally have it ready.” In the fourth full paragraph, the first sentence should read, “R. Calarco stated he believes the books are good economically...” On page 3 under the heading of Director’s Report “airline trail” should be corrected to “Airline Trail.” On page 4, the sentence should read, “R. Calarco reported that he picked up bottles after football and discussed with members the garbage policy at Gilead.”

*Motion:*

*A. Fitzpatrick moved to accept the amended minutes. A. Heneghan seconded and the motion passed unanimously (5-0-1 P. Hartan abstained).*

7. Liaison Reports

P. Hartan reported that soccer is purchasing netting for behind the goals.

A. Fitzpatrick requested that the Peters House Use Committee be deleted from the Agenda.

E. Ott reported that football was happy with the opening day ceremonies at Burnt Hill Park.

A. Smith reported that Open Space will be meeting 10/1 and that there is discussion about going before the BOS with a presentation.

A. Heneghan asked if there were any projects the Girl Scouts could do. R. Calarco mentioned that walkways are needed from the auxiliary parking lot.

A. Heneghan also reported that The Friends of Hebron Parks have sold a total of fourteen (14) bricks to date and members discussed ways in which to boost sales including having the youth sport groups sell them.

8. Adjournment

*Motion:*

*A. Heneghan moved to adjourn the meeting at 9:55p.m. A. Smith seconded and the motion passed unanimously (6-0-0).*

Respectfully submitted,



Jillene B. Woodmansee

Board Clerk