

**PARKS & RECREATION COMMISSION
REGULAR MEETING
OCTOBER 28, 2008
SENIOR CENTER**

PARKS & RECREATION MEMBERS PRESENT: A. Fitzpatrick, P. Hartan (7:40), A. Heneghan, A. Smith, E. Ott, C. Natorski, R. Poudrier

MEMBERS ABSENT: None.

STAFF PRESENT: R. Calarco, Parks & Recreation Director

GUESTS: None.

R. Poudrier called the meeting to order at 7:35 p.m.

Acceptance of Minutes:

September 23, 2008- Regular Meeting:

The following changes were noted: Page 2, eighth paragraph, correctly note that A. Heneghan commented, *not* A. Smith; page 3, change the first word from change to *chance*; page 3, fifth paragraph, change Nutmeg to *Connecticut*; page 5, third paragraph, change the first sentence to read “when the other *fields* are scheduled . . .;” page 5, sixth paragraph, add the following words “. . . with a wooden structure to meet building code.” page 6, first paragraph, change “. . . held back . . .” to “. . . held *again* . . .” and page 7, third paragraph, correct 501(c)3, Friends of the Parks and that *three* Park & Recreation Commission members serve. A. Fitzpatrick made a motion to approve these minutes as amended. C. Natorski seconded the motion. The motion passed with R. Poudrier abstaining.

P. Hartan joined the meeting at 7:40 p.m.

October 6, 2008- Special Meeting:

The following changes were noted: page 1, fifth paragraph, change reported to *reporting*; page 2 correctly note that C. Natorski objected to the motion; and page 3, note that *J. Redmond* reported on 1st/2nd grade basketball. A. Heneghan made a motion to approve these minutes as submitted. E. Ott seconded the motion. The motion passed with A. Smith and A. Fitzpatrick abstaining.

Public Comments: None.

Open Space:

The discussion turned to Michael O’Leary’s October 27, 2008 memo requesting input from this Commission on the proposed open space for the 190 West Main Street Subdivision.

The Commission members wondered what it would cost the Parks & Recreation Department to maintain the land and area around the pond should this be deemed public open space. R. Calarco responded that the cost would be minimal.

It was noted that currently approximately ¼ of the pond is considered private property owned by the abutting property owner.

R. Calarco was asked by the Commission if there was any precedent for having private open space. R. Calarco responded “no.”

A. Fitzpatrick and R. Poudrier both stated that they were in favor of having the open space deemed public open space. They thought that the pond would be an great town asset, especially with great access from Route 66.

R. Poudrier made the following motion:

- The Park and Recreation Commission support Planning and Zoning’s efforts for Public Open Space for the subdivision at 190 West Main Street.

C. Natorki seconded the motion. The motion passed unanimously. R. Calarco will draft a letter informing Planning & Zoning about this Commission’s position/motion. R. Poudrier will sign the letter on behalf of the Commission.

Charter:

R. Calarco reported that the BOS has established a Charter Revision Commission. This Commission has asked the Parks & Recreation Commission for this comments on how they would propose to amend/change the town’s charter. He provided this Commission with the most recent version of the Town Charter and asked the Commission members to take this document home and review it for the next meeting.

The Commission asked R. Calarco if the Field Prioritization Policy should become part of the town charter? R. Calarco responded that this policy would become a town ordinance and that this ordinance would be subject to the town attorney’s review.

R. Calarco included the town’s current ordinance regarding Parks & Recreation fields and parks with the Town Charter handout.

Park Project:

Update on Park Status:

R. Calarco reported that the new East Street park should be open around the Fourth of July, 2009. All five fields should be available for use after July 4th.

They are currently only \$10,000 over the \$4M plus project budget. There have been very few change orders.

Simscoft will be done with their work and offsite by next week. To date they have planted approximately 3,750 plants/bushes. Almost all of the fields are seeded. They are a few gully washouts that need to be repaired, but nothing major and unanticipated. R. Calarco expected to have all the seeding done by next week.

Connecticut Light and Power still has to get them power. Several people, including himself, the contractor and the subcontractors have called to try to get them to get the power on.

They plan on starting with the building renovations next week. They hope to have all of the masonry work done before Christmas. They will be using a better roof shingle than called for in the original plans- this should give a long term cost savings.

Naming of the Park:

R. Calarco reported that they have completed the stone walls at the park entrance. All of the stone came from the site.

A. Heneghan reported that the Friends of the Parks Consultants are wondering if there is going to be a park naming opportunity that could be used as a fundraising opportunity. They also wondering if the naming of a field could be another fundraising opportunity.

R. Poudrier will talk with Jeff Watt (BOS Chair) about whether these could be fundraising opportunities.

A. Heneghan then reported that the consultants are in the process of doing a feasibility study to determine capital costs. She asked R. Calarco to come up with a detailed prioritized wish list of what he would like to have done at both the East Street park and the other parks throughout town. She asked that this list include cost estimates. R. Calarco will prepare a list and share it with the Commission.

The Commission members thought that R. Calarco's list should include the cost for maintenance equipment, another bathroom and a playscape. They thought that having dedicated benches was another great fundraising idea. Another idea was to pay for new signage at Grayville Park. Another idea was for money to pay for park maintenance costs and phase 2 of the East Street park.

A. Heneghan then reviewed the details for the proposed capital campaign. The consultants have been asked to do a focus group with potential large donors to determine their interest. The cost for this focus group study is much lower than actual market value.

Director's Report:

R. Calarco reported that they are in the process of union negotiations. The fund reports (e.g., Fund 4 line item printout) will be provided to the Commission at the next meeting.

R. Calarco praised his staff for a job well done at the Halloween Howl. He also thanked the Lions for their support. He was very appreciative of the Lions allowing them to set up ahead of time. He thought this event was a great success. He then reviewed the details behind some of the skits that were performed.

Then R. Calarco reported that the PREP kindergarten program may be in jeopardy next year with the proposal to expand the all day kindergarten program. He was concerned

that at January registration they would not be able to guarantee that it would be available in September.

Then R. Calarco reviewed the recreation basketball numbers for 5th/6th and 7th/8th grade. He also reported that the Ghost Run along the Airline Trail is scheduled for this Saturday. The Christmas Tree Lighting will take place on December 11, 2008.

Finally he proposed that Parks & Recreation “go green” with the agendas and minutes and distribute them by email. The Commission members supported this idea.

Correspondence:

- Copy of the Hebron Town Charter with Parks & Recreation Ordinances as an appendix.
- Michael O’Leary’s October 27, 2008 memo to the Parks & Recreation Commission RE: 190 West Main Street Subdivision
- Richard Calarco’s October 28, 2008 memo to the Parks & Recreation Commission RE: Update on PREP and program enrollment
- October 6, 2008 letter to Richard Calarco from Bennett & Company Marketing RE: Prudential CARES Volunteer Grant to benefit Hebron Parks & Recreation

Liaison Reports:

CIP:

A. Fitzpatrick reported that the CIP Committee started to meet again last week. They have two additional meetings scheduled one for tomorrow and another for next week. They are in the process of discussing changes to the CIP policies (e.g., threshold amount, and committee composition).

Peter’s House:

A. Fitzpatrick reported that the Peter’s House Study Committee presented their findings and their report to the BOS at their last meeting. They recommended that the house be given historic property designation and remain in town ownership for municipal purposes.

RHAM BOE:

C. Naturski reported that she has scheduled a meeting this November to meet with the Superintendent and RHAM BOE Chair.

R. Poudrier reported that he is currently working on the Annual Town Report with R. Calarco.

Adjournment:

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

Linda Bulkovitch

Board Clerk