

Colchester Parks & Recreation Commission

April 4, 2011

Town Hall

7:00 p.m.

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**Members Present:** S. O'Leary, E. Kundahl, L. Dimock, J. Barr, L. Stephenson and N. Kaplan.

**Members Absent:** M. Kennedy, C. Williams, C. Ferrante and A. Spranzo

**Others Present:** Greg Plunkett, Interim Parks and Recreation Director, Greg Cordova, BOS Liaison, John Blakley, Colchester Youth Football, David Dander, Donald Camp, Peter Kupczak, and Ryan Blessing

1. **Call to Order:** Chairman O'Leary called the meeting to order at 7:01 p.m.
2. **Citizen's Comments:** None
3. **Acceptance of the March 7<sup>th</sup>, 2011 Regular Meeting Minutes:** N. Kaplan motioned to approve the minutes of the March 7<sup>th</sup>, 2011 meeting with the following corrections: delete the second occurrence of "the same" in the last sentence of the finance/admin committee report, in item #9 Director's Report, change the date of the Spring Clean-up to April 9<sup>th</sup> and change "He" in the fourth sentence to "The" ice cream... . Motion seconded by E. Kundahl. All members present voted in favor. **MOTION CARRIED.**
4. **Reading of Correspondence:** None
5. **Committee Reports:**
  - **Facilities:** No report
  - **Finance/Administration:** No report
  - **Programs:** G. Plunkett reported that Marty Gordon could not be present but that M. Gordon has spoken to several people concerning lighting the large tree as well as raising money for the lights. Chairman O'Leary recommended that M. Gordon come to the next meeting so the commission can formally set up a sub-committee. G. Plunkett will check with the BOS to see if there are any requirements involved with raising money.
  - **BOS Liaison:** G. Cordova reported they continue to work on the budget.
  - **BOF Liaison:** Not Present
  - **BOE Liaison:** Not Present
  - **Senior Center Study Group:** J. Barr reported that the study group has finalized their formal report and it will be presented to the BOS. The report recommends the Senior Center become part of the renovations proposed to take place at WJMS and that a study group member remains involved with the process.
  - **Holiday Decorating/Christmas Tree:** Report given under Programs Committee.

E. Kundahl motioned to accept all committee reports, seconded by L. Stephenson. All members present voted in favor. **MOTION CARRIED.**
6. **Discussion and Possible Action on Ice Cream Bids for Summer Concert Series:** G. Plunkett reported that two vendors submitted bids, New England Soft Serve and Scotties Frozen Custard LLC. G. Plunkett feels the bid from New England Soft Serve is more attractive to the town, therefore he recommends we accept the bid from them. J. Barr motioned to recommend to the BOS that New England Soft Serve be awarded the contract to sell ice cream at the summer concerts, seconded by N. Kaplan. All members present voted in favor. **MOTION CARRIED.**
7. **Discussion and Possible Action on Donor for Life Flag:** The Town Hall Flag Policy was reviewed. P. Kupczak presented a proposal to fly a Donate Life America's Flags Across America flag during the month of April in front of the Town Hall to raise awareness for the need for organ donors. The flag is usually raised on April 1<sup>st</sup> each year in many locations across the nation. P. Kupczak requested the flag be flown for at least 3 days or longer if possible. There would be a small ceremony with local organ donors and organ recipients, newspaper reporters and additional family members. P. Kupczak will provide the flag and organize the small ceremony. J. Barr offered to contact the group responsible for the POW flag to explain the temporary flag change. N. Kaplan motioned to recommend to the BOS that P. Kupczak's request be honored and fly the Donate Life America's Flags Across America flag in front of the Town Hall for two weeks, beginning April 17<sup>th</sup> and ending April 30<sup>th</sup>, seconded by J. Barr. All members present voted in favor. **MOTION CARRIED.** G.

Plunkett will send a formal request to the BOS so that it can be added to the agenda for the next BOS meeting on April 7<sup>th</sup>.

8. **Discussion and Possible Action on Sport League Endorsement Application:** G. Plunkett reported that one Sport League Endorsement Application was received from Colchester Baseball Softball League. E. Kundahl motioned to accept the endorsement application from Colchester Baseball Softball League, seconded by L. Stephenson. All members present voted in favor. **MOTION CARRIED.**
9. **Discussion and Possible Action Light Codes for Field Use:** G. Plunkett suggested wiping out the codes used to activate the lights at the fields at the Recplex and assigning new codes to all users. The codes have not been changed for several years and many of the existing codes were not used last year. All members of the commission agreed with the decision. The codes will be changed this week.
10. **Director's Report:** G. Plunkett reported that the fields will be open tomorrow, April 5<sup>th</sup> and an announcement will be made. The Spring Clean-up is ready to go this Saturday, April 9<sup>th</sup>, Hershey Track is scheduled for May 26<sup>th</sup>, the music and main sponsor for summer concerts are set. Liberty Bank will be the stage sponsor for 57 Fest and the fireworks have been confirmed. Colchester Baseball Softball League expressed interest in getting water and electricity to R5 and R6. It has been approved by the Building Department and the Water Department, now it is up to the leagues to finance it. S. O'Leary had received reports that the fields were being used prior to being opened by the Parks & Rec Department. It was Bacon Lacrosse using the field and they had permission. S. O'Leary suggested inviting all the heads of the leagues to our next Parks & Rec meeting so they can meet each other and exchange contact information. This may help foster a better relation between the leagues. L. Stephenson motioned to approve the director's report as presented, E. Kundahl seconded the motion. All members present voted in favor. **MOTION CARRIED.**
11. **Recreation Supervisor's Report (Quarterly):** None
12. **General Comments:** Donald Camp asked if he could obtain a schedule for the Cody Camp field, named for his son. He hoped to go to the field on Sunday with some family and close friends in celebration of Cody's birthday. S. O'Leary will speak to CBSL to obtain a schedule and also make them aware of the intended celebration so that nothing is schedule on the field. D. Camp also inquired about the repairs and upkeep of the field. G. Plunkett reported that there was still money left in the foundation and he has been in contact with B. McGovern to address the needs of the field. E. Kundahl reported that a walk through need to be scheduled for the fields. G. Plunkett agreed.
13. **Adjournment:** E. Kundahl motioned to adjourn the meeting, L. Stephenson seconded the motion. All members present voted in favor. **MOTION CARRIED.** Chairman O'Leary adjourned the meeting at 7:47 p.m.

Respectfully submitted,  
Lynette Dimock  
Parks & Recreation Secretary