



Colchester and

Parks Recreation



“Creating Community Through People, Parks and Programs”

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MINUTES

Colchester Parks & Recreation Commission

May 2, 2011

Town Hall

7:00 pm

RECEIVED
COLCHESTER, CT
2011 MAY -4 PM 12:56
N. Kaplan Pres.

Members Present: S. O’Leary, L. Dimock, C. Ferrante, L. Stephenson and N. Kaplan

Members Absent: J. Barr, E. Kundahl, M. Kennedy

Others Present: Greg Plunkett, Interim Parks & Recreation Director, John Blakley, Tom Carey, Marty Gordan, Bobby Scheidel, Tony Lawrence, Mike Caplet, and Ryan Blessing

1. **Call to Order** – Chairman O’Leary called the May 2, 2011 meeting to order at 7:01p.m.
2. **Citizen’s Comments** - None
3. **Acceptance of Minutes: April 4, 2011 Meeting** – N. Kaplan **MOTIONED** to approve the minutes of the April 4, 2011 meeting as typed. **SECONDED** by L. Stephenson. All members present voted in favor, **MOTION CARRIED**.
4. **Reading of Correspondence** - None
5. **Committee Reports:**
 - **Facilities** - C. Ferrante stated that the fields look great.
 - **Finance/Administration** - none
 - **Programs** - none
 - **BOS Liaison** - none
 - **BOF Liaison** – M. Caplet stated the referendum is on May 10, 2011
 - **BOE Liaison** - none
 - **Senior Center Study Group** - none
 - **Holiday Decorating/Christmas Tree** – L. Dimock **MOTIONED** to form a sub-committee. **SECONDED** by L. Stephenson. All members present voted in favor, **MOTION CARRIED**. M. Gordan was appointed to chair the committee.
6. **Discussion and Possible Action on Fundraising for Holiday Tree Lights and Forming a Committee** – M. Gordan stated that he met with A. Pizzutiello, Program Supervisor, and created a letter to hand out to business owners/residents asking for donations to help support the Christmas lighting tree project. The estimate to purchase the proper amount of LED lights, have them strung and address the electrical issues is approximately \$8,000.

C. Ferrante **MOTIONED** to accept all committee reports. **SECONDED** by L. Stephenson. All members present voted in favor, **MOTION CARRIED**.

7. **Discussion and Possible Action on Sport Endorsement for Leagues** – the Sport League Endorsement Policy was reviewed and discussed. S. O’Leary stated that any time there is a change in leadership you need to reapply for endorsement. Discussion was had in regards to the NYSCA training. It was decided that G. Plunkett will come up with a scope and sequence for each league. It was decided to strike NYSCA certification of all coaches and change it to background checks and training of all coaches, and volunteers who have direct contact with children on the Sport League Endorsement Policy.

N. Kaplan **MOTIONED** to amend the Sport League Endorsement Policy. **SECONDED** by L. Dimock. All members present voted in favor, **MOTION CARRIED**.

8. **Discussion and Review on Future Make-up of Parks & Recreation Staff** – G. Plunkett stated that the Parks & Recreation staffing being proposed in the upcoming budget is the Recreation Specialist position will go back to part-time. The Administrative Assistant and Recreation Supervisor position stays the same. The title of Director in the proposed budget has been changed to Recreation Manager. The maintenance crew will stay under facilities with G. Plunkett. The staffing level will remain the same. Once the budget is approved the position of Recreation Manager will be advertised.
9. **Director’s Report** – G. Plunkett stated that Spring Clean Up day on April 9th went very well. The Hershey Track meet is scheduled for May 26, 2011 to be held at the Bacon Academy Track. All of the concert sponsorship is done. All of the bands have been hired. They have a sponsor for the 57Fest fireworks. Liberty Bank will be doing the stage again for the 57Fest. All of the major sponsors for all events have committed. The Colchester Connection summer brochure is scheduled to be out the first week in June. The copy for the brochure is at the printers. The continuing issue with the lights at the field was discussed. G. Plunkett is looking into this.

L. Stephenson **MOTIONED** to accept the Director’s Report. **SECONDED** by C. Ferrante. All members present voted in favor, **MOTION CARRIED**.

10. **Recreation Supervisor’s Report (February, May, August, October)** – G. Plunkett stated that Camp Blizzard took place in February. Issues with after school clubs were resolved. The adult men’s basketball league was very successful with full team participation. This will run again in the spring and summer if the demand continues. The 11th annual family games night was sponsored by Subway this year. It was a success and a nice addition to the existing partnership with Subway. G. Plunkett also stated what a pleasure it has been to work with the custodians at CES. They have gone above and beyond to assist the staff when needed.

L. Stephenson **MOTIONED** to accept the Recreation Supervisor’s Report. **SECONDED** by C. Ferrante. All members present voted in favor, **MOTION CARRIED**.

11. **General Comments** – C. Ferrante wanted G. Plunkett to pass on his appreciation to A. Pizzutiello, Program Supervisor, for her assistance on the field last week. She stayed on the field for about an hour and a half through the cold and drizzle giving her assistance in trouble shooting the issue with the lights on the field. Without her willing to stay it would have been impossible to attempt to resolve the issue. S. O’Leary also passed on a public thank you from Sue Trama from Lacrosse to C. Ferrante and the Colchester Youth Baseball for their cooperation during the Spring Tournament. She was very appreciative of their assistance. M. Caplet wanted the board to please remind everyone to vote on the budget on Tuesday, May 10, 2011 from 6a.m. to 8p.m. at the Town Hall.

Parks & Recreation meeting minutes cont'd 5/2/2011

12. **Adjournment** – C. Ferrante **MOTIONED** to adjourn the meeting at 8:06. **SECONDED** by L. Dimock. All members present voted in favor, **MOTION CARRIED**.

Note: This meeting was recorded by a digital audio recording system and is available through the Colchester First Selectman's office in accordance with the Freedom of Information Act.

Respectfully Submitted,

Gina Santos, Clerk