

Park Commission Meeting Minutes
January 9, 2013

Approved Feb 6, 2013

Present: Tom Chipman, Melissa Kaspern, Kristen Hedrick, Inge Daniels, Paul Healy, Maureen Korson, Paul Healy

Minutes of December 12, 2013

Ms. Daniels stated there was a typo in the restructure portion, to include the letter "c" in the word contract. She also stated the minutes should include the information that Brett Morrison approved the restructure per a phone conversation.

Mr. Healy made a motion to accept the minutes of December 12, 2012 with the above mentioned corrections. Ms. Kaspern seconded. All in favor.

Goodwill Park Maintenance

Mr. Chipman stated that there should be a person hired to go to Goodwill Park once a week to address maintenance items. Ms. Kaspern stated we should ask for a bid from a company. Ms. Daniels stated a plan needs to be drawn up to determine what can be done in-house, perhaps through the development of a "Friends of Goodwill Park" community group. Ms. Daniels indicated that Ms. Eva Stahl had expressed interest and she will contact her. Ms. Daniels would like to see a bulleted list of maintenance items developed. Mr. Nemet stated that fertilizer can only be applied by a licensed technician. Mr. Chipman stated Ahronian Landscape and Design had put forth a proposal of annual maintenance items to be addressed. Mr. Chipman stated Landscape Companies should be contacted to obtain quotes. Mr. Healy stated Ms. Hedrick should get input from Simply Safer. Ms. Daniels stated it will have to be multi companies coming in to do various sorts of maintenance work. Mr. Healy stated it would be great to enlist the help of kids needing community service so that they can weed the property. Ms. Hedrick stated the children will have to be supervised. Mr. Healy stated Ms. Hedrick can oversee the workers during the summer programs. Mr. Nemet stated it would be helpful to find someone who can work one or two days a week. Ms. Daniels stated Ms. Korson had expressed interest in doing light maintenance work at Goodwill Park as part of the restructure proposal. Ms. Kaspern stated she and Ms. Korson had discussed this idea and expressed concern that Ms. Korson will not have time to dedicate to this task as the summer workload in the Recreation Department is very heavy.

Goodwill Budget

Ms. Korson stated that Mission Possible is holding approximately \$3,000 from the second brick drive and an unknown sum from the recent 5k. There was discussion around how to best utilize these funds. The Commission had voted to receive the balance of the brick drive monies to offset the costs associated with the construction of the sandbox. Ms. Korson presented a final balance sheet to the Park Commissioners explaining the breakdown of expenses and revenues from the various sources. Ms. Korson advised that the final reimbursement to the State was submitted in the amount of \$5985.99, making the total reimbursement for the grant \$111,529.46. Ms. Korson explained that additional revenues were received in the amount of \$6206.00 and were deposited in the Town Match account and that she had met with the Town Accountant to distribute the funds to offset sandbox construction costs. Ms. Korson stated that Mission Possible had spent \$16,265 on the sandbox construction which is over the \$15,000 they committed from the Staples Grant. Ms. Korson stated that in total the Park Commission contributed \$19,321 to the project using funds

from the gift and revolving accounts. After much discussion it was decided that, as the Commission had already spent and paid for the sandbox construction items, they would prefer to see all of the Mission Possible funds used for maintenance. Ms. Daniels stated she would like to have a maintenance plan put together prior to contacting Ms. Collier of Mission Possible for the balance of the funds.

Tennis Court Project Timeline

Ms. Hedrick stated that the first bill from Beals and Thomas had arrived. Ms. Hedrick stated there are two accounts set up from which to pay invoices. Ms. Hedrick stated six small boring holes had been drilled and a report will be issued in two weeks. Ms. Hedrick stated there may be an issue with the fencing being installed in the concrete, as fencing was not factored in as part of the original project. There was discussion around whether the fencing could be saved. Ms. Kaspern stated it is possible to have new fence on Green St. Ms. Kaspern stated the steps at Goodwill also should be replaced. Ms. Daniels stated a list of projects should be put together. Ms. Hedrick stated she had emailed Mr. Sam Tyler regarding the lighting of the courts. Ms. Hedrick stated she is looking for quotes on lighting. Mr. Chipman recommended she contact Northern Energy. Beals & Thomas is already working on the plan. The Commission stated Ms. Daniels stated Mr. LaPointe should be kept apprised of the budget so that the design stays within cost.

Fields

The person who drove his car over the field and caused damage has been caught and the issue has been addressed by the HS administration. Ms. Hedrick stated she observed the vandalism on New Year's Day.

Ms. Daniels stated she observed Graffiti at the Pleasure Point bathhouse. Ms. Hedrick stated she showed the photo to Youth and Family Services and they will be on the alert for any information that might come up.

Ms. Hedrick stated the proposed Eagle Scout dug-outs have been approved by the School Department and the Eagle Scout group would like to do them in March. Ms. Daniels stated that the Commission will need to see plans.

Community Center

Ms. Hedrick stated that she and Mr. Nemet attended the first meeting of the Community Center Task Force. Mr. Nemet stated that there are eleven members on the committee. Ms. Hedrick stated it was of interest to her that none of the committee members have children currently attending school. Ms. Hedrick stated that Mr. Damigella and Mr. Conley discussed in the meeting that they had made a visit to Patoma Park to determine if it could be a potential site for a community center building. Mr. Chipman stated that he is aware of a property on Lowland St that might be suitable for a new building. Ms. Hedrick stated that the property behind the VFW was mentioned as a possible site. The Committee agreed that the first step in this process should be a determination of needs and they should discuss future plans for this department. Mr. Chipman stated that the idea of combining Highway, Water and Parks into a DPW might be brought up again for discussion in the Town.

Once Around

Ms. Hedrick stated that the budget numbers will be coming through from the Finance Committee shortly and a determination will be made as to whether the department will receive a 1.5% increase in the budget or whether it will be mandated to level fund. Ms. Hedrick stated the Finance Committee meeting with the Park Department will take place on Thursday, January 24th at 8pm.

Ms. Hedrick stated that she has begun interviewing returning staff and work on the summer brochure will begin soon.

Next Park Meeting scheduled for Wednesday February 6, 2013.

Evaluations

Ms. Kaspern stated that Mr. Morrison had indicated he wanted to be part of the employee evaluation process, however he is out of Town and she felt the evaluations should be completed as soon as possible. Ms. Kaspern stated that the Commission is prepared to discuss who each Commissioner spoke to. Ms. Daniels asked Ms. Korson and Ms. Hedrick how they felt about staying or leaving. Ms. Korson stated there would be a need to have minutes taken. Ms. Kaspern stated she would add something to the minutes indicating that evaluations were discussed.. Mr. Healy stated it would be easier to complete the evaluations if Ms. Hedrick and Ms. Korson left the meeting.

Ms. Hedrick and Ms. Korson left the meeting at 8:30pm.

There was discussion regarding Ms. Korson's performance evaluation.