

Parks & Recreation Commission
Minutes
June 8, 2016
@ 31 Arbor Way

MEMBERS PRESENT: Gordon Oliver, Thomas Boscarino, Jennifer Mullin, Kevin Hayes, Cyndi Costanzo, and Shay Drake.

OTHERS PRESENT: Robert Tedford, Director, Parks and Recreation
Julia Connor, Incumbent Administrative Secretary, Parks and Recreation
Allison Breen, Staff, Parks and Recreation

- i. CALLED TO ORDER: Chair Gordon Oliver called the meeting to order at 6:50 PM.
- ii. CORRESPONDENCE: None
- iii. APPROVAL OF MINUTES: May 23, 2016 - Special Meeting.

MOVED (BOSCARINO), SECONDED (MULLIN), AND PASSED UNANIMOUSLY TO APPROVE
THE MINUTES OF THE MAY 23, 2016 SPECIAL MEETING.

iv. RECREATION DIRECTOR REPORT:

- a. Summer Brochure
- b. New Brochure
 - i. New Layout – format will be effective Fall of 2016
 - ii. Deadline for submissions is July 22nd to be printed in August
- c. Spring Program Update
- d. Summer of 2016 Use of Public Schools
 - i. Day Camp will be held at Windermere School
 - ii. Concern was brought up about construction that may be taking place and number of people moving around the building that are not employees
- e. Additional Grant
 - i. Thrivent Financial provided \$750.00 (3 separate grants of \$250 apiece) to be used to assist in defraying the costs of the 2016 Summer Concert Series at Arbor Park
- f. Cultural Arts Commission - recommended revival
 - i. Could shift items (i.e. summer concerts) to a range of individuals
- g. OLD Crystal Lake Schoolhouse summer schedule (office hours)
 - i. Hours have begun
 - ii. Will use the assistant waterfront director to assist with hours throughout the summer
 - iii. Hours will continue through Labor Day
- h. Special Event Update
 - i. Triathlon: July 24th, 5:45 AM arrival for any additional volunteers
- i. Crystal Lake/Sandy Beach: adjusted operating hours & dates
 - i. 7 PM closing time requires 7 additional hours per week of at least 3 additional lifeguards which is pay that has not been budgeted for by the Recreation Department.
 - ii. If the Recreation Department determines the beach will be closed, the Recreation Director is sending text message or email communication to the First Selectwoman.
 - iii. A “Swim At Your Own Risk” sign has been made and posted by the First Selectwoman in the event that the gates are open and lifeguards are not on duty.

- iv. August 21st is the scheduled end date – Parks and Recreation is unsure of lifeguard availability/experience past that date.
 - j. Crystal Lake/Sandy Beach: 2016 staff compensation / regular season and Memorial Day weekend
 - i. Staff compensation rates approved by Recreation Commission were changed when the Recreation Director met with Human Resources Coordinator, Assistant Finance Officer, and First Selectwoman.
 - 1. Top 4 waterfront employees' wages were raised to account for responsibility increase, minimum wage increase after 1st of the year, position, etc.
 - ii. The Recreation Director was instructed by the First Selectwoman to pay time-and-a-half compensation to the staff members who worked on Memorial Day weekend, out of the Recreation Department's budget.
 - k. CJSA-US soccer: Fall evaluations / calendar year vs. date of birth
 - i. No negative feedback on the change over
 - ii. An attempt was made to schedule evaluations before school gets out and around potential conflicts
- v. COMMITTEE REPORTS:
- a. Finance: 2016-2017 budget: by virtue of May 31, 2016 budget approval.
 - i. Pinney Fields
 - 1. Budget passing allows for irrigation on the smaller field.
 - 2. Power is not up yet, but score board will hopefully be up in July. .
 - 3. There is additional funds available from Giroux Memorial Fund which may be used for a 2nd score board. The Giroux family will be invited.
 - 4. The field will not be named after Hunter Giroux, but it will be acknowledged on the score board.
 - 5. Who will be using the fields when there are not organized activities scheduled? At this time, gates are open.
 - 6. Goals will be removed if not in use.
 - b. Maintenance:
 - i. Discussion is being opened with the EHS Principal to have the town bathrooms (concession stand) opened by Recreation Department.
 - ii. Public Works is assisting with volleyball courts at Brookside Park.
 - c. Outdoor Facilities: See Committee Reports, Finance, Pinney Fields.
 - d. Operations: None
- vi. OLD BUSINESS
- a. The Recreation Commission would like a timeline for the turf field project.
- vii. NEW BUSINESS
- a. Chairman Gordon Oliver is going to call and ask for a meeting with the First Selectwoman regarding the questions and concerns of the Recreation Commission. Recreation Director has requested to attend this meeting as well.
 - b. Lacrosse & Soccer – Recreation Director reviewed two incidents, one from each sport.

viii. ADJOURNED:

MOVED (OLIVER), SECONDED (DRAKE) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:26 PM.

Submitted by: Allison Breen, Staff, Parks and Recreation