



STATE OF CONNECTICUT – COUNTY OF TOLLAND
INCORPORATED

TOWN OF ELLINGTON
Parks and Recreation Commission

55 MAIN STREET – PO BOX 187
ELLINGTON, CONNECTICUT 06029-0187

THOMAS BOSCARINO
CYNTHIA COSTANZO
KEVIN HAYES
ROBERT LAREW
SHERRY KRAUS
SHAY DRAKE
CHRISTOPHER WEITZ
JENNIFER MULLIN

GORDON OLIVER
CHAIRMAN

Parks and Recreation Commission
Minutes of Meeting
Meeting: Sept. 12, 2018
7:00 p.m. at 31 Arbor Way

MEMBERS PRESENT: G. Oliver (chairman), T. Boscarino, S. Kraus, C. Costanzo,
S. Drake (Left 7:57PM), C. Weitz (Arrived 7:13PM)

OTHERS PRESENT: R. Tedford, Recreation Director M. Bartley, Recreation Assistant Director
K. Wasielewski; Administrative Assistant II
P. Busse, Finance Commission Member
R. Dearborn; Trails Committee Member

AGENDA:

I. CALL TO ORDER

Chairman Gordon Oliver called the meeting to order at 7:05 pm.

II. CORRESPONDENCE

NONE

III. APPROVAL OF MINUTES

MOVED (DRAKE) SECONDED (COSTANZO) AND PASSED UNANIMOUSLY TO APPROVE THE MINUTES OF THE JULY 11,
2018 REGULAR MEETING.

IV. PUBLIC FORUM

A: Review/discuss Town Trails Committee's recommended walking trail @ Brookside Park.

R. Dearborn reviewed the proposed walking trail map for Brookside Park, see attached. Dearborn noted that the removal of the smaller loop around the baseball would be amended on the map due to limited walking space. Dearborn discussed that the elimination of this would make the trail approximately 0.7 miles and discussed the possibility of amending the trail to make it an even number for mileage and other reasons.

Questions regarding the type of material that was planned on being used for the path was discussed in which Dearborn noted they were hoping to do a stone dust path with the possible addition of exercise equipment along the path. A decision on the exercise stations has not yet been made but the committee expressed an interest in the metal stations rather than the wood stations. A brief discussion was had in regards to the exercise equipment and the need to be strategic when placing the equipment so that it wouldn't interfere with the various other activities that occur at Brookside Park (i.e. playing fields, Fireman's Fair). The Trails Committee is considering submitting a capital improvement budget.

A discussion regarding the timeline of the project was discussed. Dearborn noted that the Trails Committee was hosting a Trail of Treats walk on October 29, 2018 along the proposed walking path at Brookside Park. Dearborn stated how the committee hoped for a double lined path for the event and the ability to talk with residents to gain feedback on the proposed walking path.

A discussion of who would be in charge of the maintenance of the trail upon completion was discussed. A final decision on who would be in charge of the continued monetary costs to the maintenance of the trail has not been decided.

R. Tedford recommended a liaison from the Parks and Recreation Commission to work with the Trails Committee in regards to the walking path at Brookside Park. C. Costanzo volunteered to be the liaison for the commission. Trails Committee meetings are held the first Wednesday of the month at 6:00pm typically on the third floor of the Town Hall.

V. CHAIRMAN'S REPORT

G. Oliver opened the discussion to how he has spoken to multiple people at the soccer fields (Brookside Park and Pinney Fields) in regards to the Town of Ellington policy of animals on town property. Oliver stated that he has spoken to individuals on more than one occasion and has introduced himself and his position on the Parks and Recreation Commission when discussing this policy with individuals. Oliver suggested the Recreation Department send a notice to all the coaches to be handed out to the parents at the next scheduled game or practice.

T. Boscarino suggested having the police go down and patrol the fields at random and that verbal or written warnings to offenders might send a helpful message out to all attendees.

M. Bartley also noted that she has had this problem at instructional soccer on Saturday mornings.

S. Drake suggested that when the coaches email the opposing team in regards to upcoming games to also have them make note that the Town of Ellington has a no animals on town property policy so that nonresidents are aware before they come to the game.

VI. RECREATION DIRECTOR'S REPORT

A. FALL: program /review/update

R. Tedford discussed that the Wicked Good News mailing went out to all Town of Ellington residents. He noted that the Parks and Recreation Department followed up with a more detailed brochure that was sent out to the elementary and middle schools. He noted that the deadline for the winter brochure (for the town mailing) was October 5, 2018.

B. Parents/Spectators Policy/2018-19 form/guidelines

No update

C. Capital Improvement budget proposal for: 2018-19 FY

Discussion regarding the Parks and Recreation Commission needing to submit a proposal for capital improvement budget in regards to the proposed walking trail at Brookside Park or if the Trails Committee would submit a proposal. Nothing was determined yet.

R. Tedford also noted that the Town of Ellington ordinance regarding pets or riding animals would have to apply to the walking path at Brookside Park.

D. Impact concussion review/update

R. Tedford noted that he cut this program due to lack of interest. The low feedback and lack of interest did not make it cost effective.

E. Special Events schedule/update: Poulin 3 vs. 3 event: Oct. 8, 2018.

R. Tedford informed the commission that if they knew any business that was interested in sponsoring the event or anyone who was interested in helping to let him know.

F. Fall soccer: Travel /recreation/instructional team alignments.

Discussion regarding fall soccer was brought up. Due to a lot of late sign ups it is affecting some of the roster sizes and it is too late to form additional teams. Therefore some of those late sign ups on a waiting list will not be able to participate this year.

G. Re MEMO: request to assign commission members as liaisons re Rec/bbll leagues.

R. Tedford told the commission how he would want to continue to have a liaison from the commission to be present at basketball games for the different levels. Tedford will send a grid to the commission to sign up for different days to go to the various schools to be an extra sets of eyes and ears for the Recreation Department.

H. Nov. 3: FALL festival: 5K and 3K Road Races.

No update

I. Security: Create ID (laminated) for all volunteer staff, especially indoor (gymnasium) use.

Town safety commission is moving in the direction of incorporating badges for volunteer staff for weekend use at the various schools. They are also still in discussion of building access for the various town departments with the "lock door policy" that is in effect. There is also an update on the safety plan that will be shared all those who use the facilities.

J. Evening and weekend access to public school gymnasiums. (update)

There is still a locked door policy at the various schools.

K. Eagle Scout project (Batz Property/complex), and Sandy Beach/Brookside Park.

R. Tedford informed the commission that the fruit tree guild and bee pollination program have been completed. Noah Rogers (Eagle Scout) helped to head the project. Tedford also updated the commission that a project is set to replace the interior fencing at Sandy Beach and add a small kiosk. Planning will be completed this fall with project being completed by early May 2019 before the 2019 summer season.

L. Trails Committee update.

R. Tedford noted that we have funded a number of items for the trails committee from the 2017-2018 fiscal year. Items include bridges and signage to help illustrate and identify the trails.

M. Middle Road Property Re Facility design update.

R. Tedford informed the commission of the upcoming meeting of Planning and Zoning in regards to Middle Road and the Poulin Project. A brief discussion on the proposed items going into the park including but not limited an addition of a dog park, walking trails, field hockey, and a playscape. Discussion regarding who would be in charge of the monetary cost of future maintenance and insurance to cover the property was brought up.

VII. COMMITTEE REPORTS:

A. Finance: 2018-19 (revenue) Budget review

R. Tedford noted we were on target for the current 2018-2019 fiscal year.

B. Maintenance: Field usage.

R. Tedford stated that they were documenting the field usage to insure no field is being overused. C. Weitz wanted to know if there was any damage to the fields following the Fireman's Fair in which Tedford and Oliver both stated they walked the fields following the event and did not notice any damage.

C. Outdoor facilities: Crystal lake School athletic improvements/field use.

R. Tedford informed the commission we were currently using the fields at Crystal Lake School and are strategically placing practices and games and the various fields to prevent overuse.

D. Operations: Attendance (program) recommendations.

T. Boscarino discussed the need to review the recommendation from the subcommittee on the attendance (program) recommendation. He stated we need to decide if we need or want the policy as a commission.

Boscarino also stated that the subcommittee (Boscarino, Drake, and Mullin) was tasked with coming up with a proposed attendance policy if they deemed it necessary and appropriate. . The philosophy of the plan is not to punish anyone but that the players and parents who are supporting the Recreation Department programs are rewarded. The policy was extracted from several attendance policies from various town in Connecticut, Massachusetts, and New York. The policy would be limited to travel

programs and the coach of the program would have no discretion in the playing time being cut. Boscarino asked for all commission members to review the proposed policy for discussion at the next meeting.

VIII. **OLD BUSINESS:**

R. Tedford updated the commission that the Hunter Giroux scoreboard has been ordered.

Tedford also updated on the new signage that is being worked on for Brookside. All agreed having the address on the sign was a great addition. Also at Brookside, Tedford let the commission know the tennis courts have also been lined for pickleball.

IX. **NEW BUSINESS**

A. **Donation: Ellington Lacrosse Association re 2017-18FY/replacement uniforms.**

R. Tedford updated the commission that the Parks and Recreation Department owes the Lacrosse program \$2000.00 in extra revenue taken in. He stated a proposed amount of up to \$3500.00 be donated to the Lacrosse Association for the replacement of uniforms for the boys and/or girls lacrosse program.

MOVED (KRAUS) SECONDED (COSTANZO) AND PASSED UNANIMOUSLY TO APPROVE UP TO \$3500.00 FOR THE REPLACEMENT OF UNIFORMS FOR THE BOYS AND/OR GIRLS LACROSSE PROGRAM.

R. Tedford also made note that the Parks and Recreation Commission minutes are all up to date and the error on the Parks and Recreation website showing **old** minutes had been corrected. The commission reviewed that all subcommittee meeting will also need to include minutes to be posted on the website and submitted to the recreation director to print and submit.

X. **ADJOURN**

MOVED (BOSCARINO) SECONDED (KRAUS) AND PASSED UNANIMOUSLY TO ADJOURN AT 8:25PM

Submitted by:



Kristen Wasielewski
Administrative Assistant II