

Park and Recreation Commission
Thursday, October 4th, 2018
Community Center- Room 2
6:30pm

1. Call To order

The meeting was called to order by Frank Wolak.

2. Members Present

Members present were Carrie Anderson, Frank Wolak, Cindy Sanchez and Hannah Malcolm. Dave Lowry joined the meeting midway through. Jayne Hesterberg joined the meeting towards the end. Rebecca Adams is not a member but was present at the meeting.

3. Public Comments

No public comments

4. Approval of Agenda

Carrie Anderson made a motion to approve the agenda and Frank Wolak seconded the motion.

5. Approval of Minutes from previous meeting

Cindy Sanchez made a motion to approve the minutes from previous meeting and Carrie Anderson seconded the motion.

6. Financial Report

a. Line items

There was \$2,000 taken out of capital for the new gate at the Lake Beseck Beach and another \$200 was taken out of Lake Beseck Fund to fix a railing.

b. Our Activity Fund Account

There Activity Fund Account has \$28,750 in it. Hannah has written checks to the town for things like the summer camp or sport camps. Hannah is waiting for the town to deposit them. \$38,643 bills are pending in the account right now. There is \$3,200 for summer camp payroll. \$6,500 is 20 percent is the payroll fees and that covers things like workers compensation. The town does not properly bill Park and Recreation what they spend but expected to pay it back. The bill is done through email. Carrie Anderson suggested getting a print out of the payroll for the summer camp for guidance for next year. The summer camp was overspent this year because Hannah was not made aware of the additional 20 percent added on the payroll. Hannah took money out of the activity fund when she needed to buy something like basketballs or other things the camp needed. A survey was sent out to the parents of summer camp children to see how Park and Recreation can improve for next year. Some of the complaints were that people wanted more extended hours for the summer camp. Early or later. Janitor fee is \$25 for every quarter of an

hour for overtime. The janitor must be in the building. The commission is reading the results from the survey and some negative and positive comments. The goal is trying to fix and improve some of these problems from the survey. The commission would like to see people to come back next year and show them the improvements.

7. Commission Member Official Status Update

Hannah will get the information on everyone's terms are up or need to be renewed if the commission member would like that. There are opening as an alternate and full-time member on the Park and Recreation commission.

At this point in the meeting Dave Lowry and Rebecca Adams joined the meeting. The talk a little about the closing of John Lyman School.

8. Old business

a. Park rules review

i. Final edits Peckham Park Rules

The first round of rules was established in the 1990's. The commission was discussing how to limit the number of people at the pavilion and unwanted parties. This is a reference on page 2 of the booklet in the Park and Recreation rules of all the parks. The commission is thinking about limiting how many people can use the pavilion. The general rules will be applied to call the parks in Middlefield that the commission oversees.

Peckham Park

Updated new rules;

- A. All metal detecting should be away from the ball fields and soccer fields. If the ground is disturbed, the user should make every effort to fill in ditches to how they were before excavating
- B. Please keep your distance if park maintenance is in progress.
- C. No fishing in the brook without a license
- D. Do not exceed 10 miles per hour in the parking lot

Lucy Strickland Skating Pond (Rink)

The commission is still finalizing somethings for when they speak to a lawyer. The commission is concern about the use of the firepit and will the person who is using it need a permit from the town. The commission is questioning who is going to have to determine when it is safe to skate. There is still a debate about parking on the grass near the skating pond because it is considered wetlands.

Lake Beseck

The commission suggested getting a permit from the town if people would like to have a fire down at the beach. There is not a fire area unlike at the ice skate park.

Charlie Auger Pavilion (Lake Beseck Pavilion)

Additional Rules Include;

- A. Lake Beseck Beach Rules Apply
- B. No grills under the pavilion
- C. No affixing table cloths, signs, or decorations to the tables or posts of the pavilion
- D. No moving furniture
- E. Take out what you bring in

Sibley Dog Park

There are no new park rules. The commission is looking into infractions for people who do not follow the rules.

Dinosaur Park

There are no changes to the Dinosaur Park.

The next step is presenting the new rules to a lawyer. The purpose to getting new rules and updating so that the officers can follow these rules and hand out tickets if not followed.

b. Upcoming events

i. Halloweenfest/trunk or treat

Hannah is advertising the Halloweenfest but not on Facebook. There are signs up around town and will be put in the newspaper. This will not be in the Record Journal newspaper. The Halloweenfest will be from 1PM to 3PM. No one has called to participate in the Trunk or Treat yet. Hannah will send out an email to the people who participated in Trunk or Treat for this year. The commission still should be prepared for a crowd like last year. A commission member suggested buying some extra candy just in case. The candy that is not used can be used for the Christmas event in town. Parking is a concern. Hannah is going to contact the local state trooper about how to prepare for the parking. The commission would like to avoid the issues they had like last year. The state trooper is the one who will give his recommendation about the parking on Strickland Road. If it does not rain prior to the Halloweenfest a commission member suggested parking on the field behind the playscape. Someone will have to direct traffic on and off the field. A commission member will reach out to the Lion's Club about helping with directing parking and the Park and Recreation will give them a donation in return for their help. The commission will meet at 10AM on the day of the Halloweenfest to set up. There will be a bounce house and other Halloween decorations.

c. Park Update

i. Pavilion Roof Update

Neil will be doing the roof. The first quote from him was 14,000 and now the new quote is 19,000. The aluminum price has gone up in the past 6 months. Hannah will look in to another company for a steel roof. It is possible to have the price come down if the roof is replaced in the spring.

ii. Trees at Peckham Update

Some of the trees at Peckham Park need to be replaced with some new trees for safety. There have been 11 trees taken down in the past 3 years. Hannah would like to replace the trees and buy trees that are more matured. Hannah will be looking into grants to get some new trees for the park. The grant is called the American Beauty Grant and they will match any funds raised for the trees. A commission member suggested to sponsor a tree. Seemed like a good deal for the commission. The commission would like to invite Bruce to the next meeting to find out more about what is going on with the trees and where the new ones will go. Bruce is the Arborist for the town of Middlefield.

Hannah and Carrie sprayed the park for weeds. The spray was made of salt, vinegar and soap. The apple trees need to be pruned. Hannah will get quotes on who to use for tree pruning. The bid for lawn services at the park are coming up in November.

iii. What do we want to accomplish before winter/next spring

The roof will be done in fall or spring depending on pricing. This is also a good time to get the birds out of the pavilion. The bricks around the pavilion need to be re-laid in spring. The basketball courts will cost around \$15,000 to redo and the commission suggested to possibly have lines for a pickle ball court as well. A weed blanket at the beach to kill the weeds in the water for the spring. The walking path needs the stone dust.

iv. Old Home Days

The commission is trying to decide if they want to have a small Old Home Days on the off year. BBQ and music. Carrie Anderson would like to be the chair. Carrie would like to have one day and later afternoon. The Park and Recreation receives \$1,000 for summer entertainment fund and they would like to use it for this day. They suggested music and maybe a bounce house. Carrie will come back next month about the day and what she wants to have planned.

d. Club Updates

People can now pay online for clubs.

9. Looking Ahead- Christmas Tree Lighting, Winterfest

All the events are listed online.

10. Final Thoughts

Jayne who is new to the commission voiced some concerns and how to improve the commission. The commission over the course of the next few months will help Jayne. Hannah expressed maybe having captains for somethings like the park, beach and programs. Those people will report to her on what they need and what is happening. This will be talked about more in the future. The commission has decided that they will have a special meeting and just talk about ways to help Hannah. Special meeting October 27th at 10AM at the park before the Trunk or Treat. Add to the agenda next meeting to talk about bringing someone on 8 hours a week to the board of finance.

11. **Adjourn**

The meeting was adjourned at 8:48PM. There was motion by Carrie Anderson and seconded by Cindy Sanchez.