

**Park and Recreation Commission**  
**Thursday, February 7<sup>th</sup>, 2019**  
**7:00pm**

**1. Call To order**

Christ Hurlburt called the meeting to order.

**2. Members Present**

Christ Hurlburt, Carrie Anderson, Frank Wolak, Hannah Malcolm (Director) and Brian McDermott.

**3. Public Comments**

No public comments.

**4. Approval of Agenda**

Frank Wolak made a motion to approve the agenda and Brian McDermott seconded the motion.

**5. Approval of Minutes from previous meeting**

Frank Wolak made the motion and Chris Hurlburt seconded the motion for the approval of the minutes from previous meeting.

**6. Guest: Amanda Herzog- Independent Day School**

The guest from Independent Day School, Amanda never showed up to the meeting. She was coming to the meeting because she wanted to ask the Commission if the school's summer camp could use the beach during the summer. They will bring certified extra staff as needed. The Commission was okay with this idea but would like some information about what time of day they would be using the beach. The Commission also talked about charging the school \$25 to use the beach for the summer.

**7. Financial Report**

*1. Line items*

Peckham Park has \$16,712 in line items.

Lake Beseck has \$6,632 in line items.

Capital has \$33,700 in the line items account.

*2. Our Activity Fund Account*

The funds that have been accumulated for use are \$32,747. There is money in the Liberty Bank account but not yet usable. The funds are December that are

in transit are \$1,250. In December \$1,130 is what is owed to vendors. The profit that will go into the Activity Fund for the month of December is ~\$120.

## 8. **Old business**

### *a. Park rules update*

Janie Hesterberg did not attend this month's meeting. She was going to supply some new information on park rules from other towns close in size to Middlefield. Hannah wants to pass the rules for the beach that were talked about. Hannah would also like a blanket set of rules for the beach.

### *b. Department policy updates*

#### *i. Medication Policy*

Parents need to provide lifesaving medicine in the original box. Hannah is using the policy from Bloomfield Park and Recreation to handle these kinds of medical issues. The Commission wanted to move ahead with implying this Medication policy for Middlefield Park and Recreation.

Frank Wolak made a motion to approve the Park and Recreation medication policy and Carrie Anderson seconded the motion. It was passed by the Commission.

### *c. Upcoming/recent events*

#### *i. Movie Night Feb 8th, CPR Feb 9th*

There are up 8 children who will attend this movie night. The children are dropped off at 5:45PM.

### *d. Facility Captains check up*

The Facility Captains have checked in on their parks and some parks need cleaning from past storm.

### *e. Park updates*

#### *i. Lights at skate rink, fence at dog park*

It will cost \$1,100 to fix the Dog Park's fence and some other part of the fence needs to fix as well. Hannah (The town of Middlefield) may file an insurance claim to repair the fence as well. It will be a \$1000 deductible.

It will cost \$1,400 to fix the lights at the skate rink.

### *f. Wish Lists*

#### *i. Ideas of purchases for our parks and programs*

July 13<sup>th</sup> is the date for the summer concert /Old Homes Day. There will be one big concert instead of the summer concert series. The Commission would like to start advertising for this. Carrie Anderson is taking lead of the concert/ Old Homes Day.

## 9. **New Business**

### a. *Budget discussion*

The mowing is up for bid.

### b. *Summer Schedule*

Standard camps as they have been.

## 10. **Looking Ahead**

a. The Dog Park needs a lot of work because of previous winter storms. The Commission has decided to have Spring Clean Up at the Dog Park this year instead of Peckham Park. The date for the clean up will be April 20<sup>th</sup>, 2019. The Commission is hoping to get a lot of people to help with the park's clean up.

b. Summer camp will work the same way as last year. It may start earlier and go longer because of lack of snow days. The Commission briefly spoke about the budget for next year. Hannah talked about getting new bleachers at Peckham Park over the course of the next few years. The bleachers are not up to code. The Commission would like to have a better and more permanent solution on decorating the town's Christmas tree. Basketball courts at Peckham Park be patch and painted over. The quote to repair this was \$15,000 and the Commission would also like to explore the idea of snap basketball court. Hannah will be looking into get a quote. Little League Baseball wants a new net and the Commission would like a quote and hopefully get some financial assistance from Little League.

### c. Little Library

Eagle Scout project. The Scout is looking to make little libraries in Middlefield and Durham. The Scout was hoping that one could be installed at Peckham Park.

## 11. **Final Thoughts**

a. Beach passes are now being sold

A question was asked if someone can use the pass who is renting a house through an Airbnb kind of website. The Commission thought that it would be okay because the pass has an address on it.

Regional School District 13 Scholarship Fund would like to raffle off something from the Middlefield Park and Recreation. The Commission agreed to raffle off summer camp scholarship. Carrie Anderson made a motion for the summer camp scholarship and Brian McDermott seconded the motion. The Commission voted, and it was passed.

Middlefield Lion Club is looking for sponsors for their event Sprint into Spring in May. Carrie Anderson made a motion to be a Bronze sponsor of \$150 from Park and Recreation Commission and seconded by Brian McDermott. The Commission voted, and it was passed.

## **12. Adjourn**

The meeting was adjourned at 8:04PM.