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| 8 |  TOWN OF OLD SAYBROOK **Parks & Recreation Commission** | *Susan Esty, Chairman**Kevin Lane, Vice Chair**Star Rueckert, Secretary* |
|   **www.oldsaybrookct.gov** | *Jim Henderson**Tom Boland**Nancy Gatta* *Steven Pernal* |

# OLD SAYBROOK PARKS AND RECREATION COMMISSION

# REGULAR MEETING

# Wednesday, Dec 12th, 2018

**6:30 PM**

**MINUTES**

 Page 1 of 3

1. **Call Meeting to Order –** Chair Susan Esty called the meeting to order at 6:32

 p.m.

**Roll Call:** Present: Director Ray Allen, Chair Susan Esty, Jim Henderson, Tom

Boland, Star Rueckert, Kevin Lane, Nancy Gatta, Steve Pernal

Also present: Ass’t Director Jonathan Paradis

1. **Approval of Nov 14th, 2018 Meeting Minutes** – A motion was made by Jim

Henderson and seconded by Steve Pernal to accept and approve the November 14, 2018 Regular Meeting Minutes.

**Motion carried: 7-0-0.**

1. **Recognition of Guests –** none present
2. **Correspondence –** none received
3. **Review of Bills** - the commission reviewed bills #254 - #286 dated December 12,

2018 in the amount of $20,909.50.

**6**. **Public Comments –** None.

 **7. Old Business**

1. **All Parks Review** – Director Allen reported that all fields/parks have been winterized and shut down where appropriate. Signs have been installed at Crystal Lake (No Skating) and Exchange Club Pond (Ice Unsafe) as a preventive measure.
2. **Preserve Update** – Chairman Susan Esty and Kathy Connelly met with the Eversource power company arborist to discuss the extent of tree cutting required in the Preserve to support new pole installation and maintenance access. A site walk was performed; many of the trees previously marked were very small diameter or had fallen due to weather/decay. A 60 ft. wide swath is required by Eversource to properly access and work. Bill Morehead was contracted to report on the status of fauna/flora in the zone, which will be submitted to Director Allen/Eversource for review.

Director Allen will meet with the Conservation Management Council (CMC) regarding hunting in The Preserve, specifically shotgun, black powder and bow/arrow. The State of Connecticut representatives support the process as it would expand the overall area it provides its constituents for hunting/sporting. Director Allen will keep

 Page 2 of 3

the P&R Commission members apprised as the plan develops and an educational process, perhaps to include designated areas, will need to be developed. Stand-off from private property lines also needs to be identified.

1. **Strategic plan of Parks Update** – Kevin Lane/Susan Esty/Ray Allen gave a presentation to the Old Saybrook Board of Finance regarding justifications for development of the Strategic Plan. Response was mostly positive, questions were received on the need for an outside contractor to determine town analysis. Also questioned was the possibility of scope reduction to lower the overall cost. This would require identifying what activities could/should be eliminated and assigning priorities to fields/beaches based on citizen usage. The P&R Commission consensus is that the Strategic Plan is just the right scope as all areas receive wide usage by the population, young and old. Kevin and Susan will push for the Strategic plan to be put on a future Board of Finance meeting agenda so that a decision can be put to a vote for approval. Kevin noted that public recognition and support is welcomed and appreciated.
2. **Any other Business regarding Programs, Facilities or Personnel** – Asst. Director Jona Paradis reported that the Winter Program brochure has been completed and issued. Youth Basketball registration is in full swing.

 **8. New Business**

 **A. Election of Officers**

 A nomination for Susan Esty as P&R Committee Chairman, Kevin Lane as Vice-

Chairman and Star Rueckert as Secretary for the 2019 year was received. A motion to approve was made by Tom Boland and seconded by Jim Henderson.

**The motion passed 7-0-0**.

 **B. Budget Discussion** – Director Allen distributed a draft version of the 2019

Parks and Recreation Budget. The Budget is subdivided into four categories:

1. Recreation Budget (Salaries, Insurance, General)
2. Mini-Golf Budget
3. Duffy Pavilion Budget
4. Other Parks Budget

Also included are two capital expenditure projects:

1. Mini-Golf Park physical repairs
2. Tables and accessories at the Main Street Connector Park

The Budget is due for submittal on January 15, 2019. Ray and Susan will meet with First Selectman Fortuna prior to that date for review/modifications.

 **C. Any other Business regarding Programs, Facilities or Personnel**

Chairman Susan noted that she will be drafting a letter to the Board of Selectmen to

Consider entering into discussions with the owner of the Dock and Dine site for possible purchase of said property. This land bisects two existing town properties

 Page 3 of 3

under Parks & Recreation purview and would make an excellent addition for parking and/or a town managed banquet facility larger than the existing Vicki Duffy Pavilion.

**9. Reports**

1. Chairman’s Report – Chair Susan Esty noted that the meetings with Board of Finance, First Selectman and The Preserve groups mentioned in Section 7 above constitute her December report.
2. Director’s Report – The period for accepting applications for the Program Facility Assistant position closed Friday, December 7 and are currently being reviewed.
3. Liaison Reports – Mariner’s Way planning meetings take place during the business day, making it problematic for working P&R Commission members to attend.

A motion was made and seconded to adjourn at 7:20 P.M.

Chair Susan Esty adjourned the meeting.

**\*\*NEXT MEETING – JANUARY 9, 2019**

**MEETING LOCATION - Parks & Recreation Center\*\***

**\*\*\* 6:30 PM \*\*\***

Respectfully submitted,

Jim Henderson, in place of Recording Clerk