



TOWN OF OLD SAYBROOK
Parks & Recreation Commission

*Susan Esty, Chairman
Steve Pernal, Vice Chair
James Henderson, Secretary*

www.oldsaybrookct.gov

*Kevin Lane
Star Rueckert
Nancy Gatta
Bror Ashe*

**OLD SAYBROOK PARKS AND RECREATION COMMISSION
REGULAR MEETING
Wednesday, March 11th, 2020
6:30 PM
MINUTES**

1. **Call Meeting to Order** – Chair Susan Esty called the meeting to order at 6:30 p.m.
Present were: Director Ray Allen, Chair Susan Esty, Jim Henderson, Kevin Lane, Steve Pernal, Nancy Gatta and Bror Ashe.
Absent: Star Rueckert
Also present: None
2. **Approval of February 10th, 2020 Meeting Minutes** – a motion was made by Jim Henderson and seconded by Kevin Lane to accept and approve the minutes of the subject meeting with the following correction: Section 7.B should read “interim trails” vice “tails”.
Motion passed, 6-0-0.
3. **Recognition of Guests** – Kim Morgan, Kathy Bonin, Jim Annello, Larry Bonin, and Dennis Interlandi (see Old Business, 7.B.)
4. **Correspondence** – None.
5. **Review of Bills** – The Commission reviewed bills #372 through #415 dated March 11, 2020 in the amount of \$15,366.19. Brief clarifications of Items #405 and #411 were provided by OSPR Director Allen with assistance from Public Works Director Larry Bonin.
6. **Public Comments** – None
7. **Old Business**
 - A. **All Parks Review** – Director Ray Allen reported that there has been a really good early spring and all baseball fields are in fine shape. Electricity and water will be turned on soon, once frost season has ended. Tennis Court repairs/upgrades will be started within the next two months.
 - B. **Harvey’s Beach Concessions Discussion** – Kim Morgan spoke on behalf of her business, Shore She Shed LLC, she has obtained the EIN and Business Certification from the State of CT as well as required insurance. Dennis Interlandi spoke on behalf of John Annello of Hog Wild. Both companies were amenable to selling Old Saybrook swag and providing an ATM service for customers. Director Allen reported that there were about 10 weeks until the opening of the Beach Season and utilities were set to proceed. It was agreed that due to the fact that we had two vendors at the ready, a Request For Proposal (RFP) would not be necessary, but

would be considered at a late Fall 2020 OSPR Board Meeting along with other Lessons Learned, for possible use prior to the Summer 2021 Season.

A motion was brought forth by Nancy Gatta to *“make a decision on the Harvey’s Beach concessionaire for the Summer 2020 Season only, at tonight’s meeting”*.

Seconded by Steve Pernal, **Motion passed 6-0-0.**

A motion was then brought forth by Nancy Gatta to *“select Shore She Shed LLC as the Harvey’s Beach concessionaire for the Summer 2020 Season”*. Seconded by Kevin Lane, **Motion passed 6-0-0.** Follow-up discussion included details of potential RFP and the use of a Customer Satisfaction Survey at the end of the Summer Season to ensure we/vendor are meeting patrons’ needs.

C. Preserve Update – Chair Susan Esty and Director Allen attended the Preserve Ad-Hoc Committee meeting and reported that the State DEEP added additional requirements to the Grant being worked up. We are awaiting the final approval for these funds from TPL Trust for maintenance projects. Ingham Hill Road parking lot design, originally scoped for 25 spaces, has been reduced to 14 spaces per DEEP direction. Tree cutting and major work must be done before April 15 due to environmental habitat concerns.

D. Strategic Plan of Parks Update – Kevin Lane informed the Commission that a planned meeting with stakeholders (e.g. town officials, club (Youth Soccer, Little League) representatives) at the Duffy Pavilion has been pushed off due to concerns with the recent COVID-19 outbreak potential. In keeping with Governor Lamont’s directives, the O.S. Chief of Police and OSPD Director Allen are working to limit “gatherings/meetings” as a preventative measure. Kevin noted that pushing the meeting off one month would not impact our ability to meet the August target.

E. Budget – Nothing new, Town Meeting to vote on OSPR Budget has not yet been set.

F. Any Other Business regarding Programs, Facilities, Personnel - None

8. New Business

A. Harvey’s Beach Parking Fees Discussion – Director Allen provided an update on new Connecticut legislation, SN2019(10), which included new taxes imposed on municipal parking lot fees. This is not applicable to lots using Parking Passes (e.g. Town Beach). A motion was made by Kevin Lane: *“daily parking fees at Harvey’s Beach should be increased to include the new tax into the parking fee per the following schedule:*

Weekdays: \$11 (was \$10); Weekends/Holidays: \$22 (was \$20)”.

Seconded by Jim Henderson; **Motion passed 6-0-0.**

B. Any other Business regarding Programs, Facilities or Personnel – Chairman Esty initiated a discussion concerning the Harvey’s Beach concessionaire being charged a seasonal fee for use of OSPR property and utilities. Following an assessment of Harvey’s Beach electric and water bills, it was determined that \$500 per season would be a reasonable charge and this amount could be assessed at a later date, following completion of the Summer 2020 Season. Director Allen will write up a revised contract and submit it to the Commission for approval at next month’s meeting.

9. **Reports**

A. **Chairman's Report** – Attended Preserve Ad-Hoc Commission Meeting, discussed 7.C above.

B. **Director's Report** – Attended Selectmans' Meeting on March 10, 2020, main topic was public awareness and preparations of COVID-19 virus status. In keeping with Connecticut and Old Saybrook government precautions, all OSPR Spring functions/programs will be cancelled. See Attachment A, Memorandum 3/11/20 from Director Allen, for complete details. Facilities, gymnasium and outdoor parks will be open until otherwise notified.

C. **Liaison Reports** – No current liaisons

****NEXT MEETING APRIL 8, 2019 – PARKS & RECREATION CENTER****

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

Meeting was adjourned at 7:40 p.m.

Respectfully submitted,

James Henderson for Tina Antolino, Recording Clerk