

**MINUTES OF THE CHESHIRE PARKS AND RECREATION COMMISSION MEETING
HELD ON WEDNESDAY, MARCH 14, 2018 AT 7:00 P.M. IN THE YOUTH CENTER, 559
SOUTH MAIN STREET, CHESHIRE CT 06410**

Present

James Nankin, Chairman; Dr. Patrick Duffy, Vice Chairman; Karen Bertoni, Paul Fracasse

Steve Trifone entered the meeting at 7:30pm

Absent:

Dan Nowak, Michael O'Donnell, Peter Talbot (Council Liaison)

Staff: Director Josh Medeiros.

CALL TO ORDER and ROLL CALL

Chairman Nankin called the meeting to order at 7:01 p.m.

The Clerk called the roll and determined a quorum was present.

PLEDGE OF ALLEGIANCE

The group Pledged Allegiance to the Flag.

MOTION by Mr. Nankin; seconded by Ms. Bertoni

MOVED to approve the minutes of January 3, 2018 subject to corrections, additions, deletions.

VOTE The motion passed unanimously by those present.

COUNCIL LIAISON REPORT - Councilor Peter Talbot was absent from the meeting.

MOTION by Mr. Nankin; seconded by Ms. Bertoni

COMMISSION COMMUNICATIONS – Memorial Bench request from Gabriel Rios. Mr. Rios is requesting a bench in honor of Jeffrey Parker in a location between Mt. Sanford and North Brooksvale. Dr. Medeiros will contact Mr. Rios regarding the bench location.

VOTE The motion passed unanimously by those present.

CHAIRMAN'S REPORT – No report

OLD BUSINESS

Food Trucks/Concession Stand – Nothing to report

Outdoor Ice Rink- Dr. Medeiros stated that the season, in the short time period it was cold enough for the rink to be open, was successful,

NEW BUSINESS

Community Survey – Dr. Medeiros spoke about the survey. As of today, there are 269 responses. It was sent on February 23, and posted to social media. The plan is to gather info and do a presentation at the May Commission meeting. Feedback so far has been positive.

Field Usage Policies – Mr. Nankin spoke about fees for field usage and how fees might be determined. Dr. Medeiros indicated that field usage fees can be difficult to determine based on the large and diverse number of groups using the fields. Ms. Bertoni stated that sports are becoming too expensive for kids to play. Dr. Medeiros indicated that Cheshire-exclusive groups may not be charged; he is mostly concerned about groups coming from other towns.

Dr. Medeiros stated that right now, fields are scheduled via phone call or email. He has created a form for groups to fill out and usage will be entered into the RecTrac software.

Special Event Policies – Dr. Medeiros passed around a form for special events. These are for groups that want to do something other than practices (example: jamborees, tournaments, etc.).

Dr. Duffy asked about the relationship between Recreation and Public Works in regard to the fields. Dr. Medeiros is hopeful that everything will run smoothly.

Mr. Trifone asked how it will work. Dr. Medeiros responded that he will review the field request and once approved, will hand off to staff to enter into the computer. Mr. Nankin thought it would be a good idea if a permit was printed after the request was entered.

Dr. Duffy asked about turnaround time. Mr. Nankin stated that there should be a time stamp on the form, stating that we need 5 days notice, and that things can't happen immediately – we need time to make things happen, as we can no longer send a crew out at the last minute. Ms. Bertoni stated that teams can't wait 5 days to find out if they have the field. Mr. Nankin replied that it's up to the requester to be sure they have enough time.

Dr. Medeiros reported the budget committee approved the Program Coordinator position, which has been frozen since July 1. It is hoped that when Town Council meets, they will approve the position.

Dr. Medeiros spoke about events coming up, one being the Underwater Easter Egg Hunt on March 18, another being the Spring Spectacular, scheduled for Monday, April 16, that will kick off April vacation week events. It will take place at Bartlem Park and the Pool.

BEAUTIFICATION COMMITTEE LIAISON REPORT – Nothing to report.

DIRECTOR'S REPORT

Monthly Report - Dr. Medeiros stated that he does these financial reports each month and the report is included in the packet. Commission members discussed revenue numbers for Recreation and Aquatics.

The Spring brochure will be coming out March 22

Starter blocks and bleachers are going to be installed at the Pool. Starter blocks should be installed the first week of April. The SeaDog Parents raised money for the starting blocks and asked to have their logo on the blocks. It was approved by Town Council, but they came back and asked about the YMCA logo being on them. Dr. Medeiros has asked the SeaDogs for two proposals and will ask the Town Council to review.

The call for summer concert sponsorships has raised \$3,200 with a promise of another \$3,000.

A discussion followed regarding summer concert performances, staging, and technical services.

Mr. Nankin asked about the sand volleyball court and bocce courts at the pool.

Mr. Trifone showed Commission members a brochure regarding what can and cannot be served at a school regarding food, including both at school and after school.

ADJOURNMENT

MOTION by Mr. Trifone; seconded by Dr. Duffy. MOVED to adjourn the meeting at 8:15 p.m.

VOTE The motion passed unanimously by those present.

Attest:

Stephanie Dunn, Clerk