

**MINUTES OF THE CHESHIRE PARKS AND RECREATION COMMISSION MEETING  
HELD ON WEDNESDAY, JUNE 6, 2018 AT 7:00 P.M. IN THE YOUTH CENTER, 559  
SOUTH MAIN STREET, CHESHIRE CT 06410**

Present:

Patrick Duffy, Chairman; Paul Fracasse, Michael O'Donnell, Karen Bertoni

Steve Trifone entered the meeting at 7:55pm

Absent:

Dan Nowak, Peter Talbot

Staff: Josh Medeiros, Director; Elizabeth Mayne, Program Supervisor

**CALL TO ORDER and ROLL CALL**

Chairman Duffy called the meeting to order at 7:55 p.m.

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

**PLEDGE OF ALLEGIANCE**

The group Pledged Allegiance to the Flag.

MOTION by Mr. Fracasse to approve the minutes of May 2, 2018 subject to corrections, additions, deletions; seconded by Mr. O'Donnell VOTE The motion passed unanimously.

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

**COMMISSION COMMUNICATIONS** – Tree and plaque request from Slade Kulmac. Mr. Kulmac is requesting a tree in honor of his 24 yr old son, Reno, who passed away shortly after Mr. Kulmac's wedding at the small pavilion at Mixville Park. He would like to plant a Japanese Maple tree by the water near the small pavilion, along with a plaque.

Councilors expressed concern about upkeep and maintenance of the tree, in addition to the plaque. Mr. O'Donnell stated that perhaps an engraved stone might be a better idea, as plaques tend to get damaged, lost, or stolen.

Mr. Fracasse asked about cost of a stone vs. a plaque.

Dr. Medeiros stated that the Commission needs to endorse the concept, but he would then speak with the Parks Supervisor to determine logistics of location and any fees for their time to plant and take care of it.

Commissioners asked Dr. Medeiros to reach out to Mr. Kulmac and discuss with him.

Mrs. Bertoni raised the issue of a past request for wind chimes in the Bartlem Park area that was denied. She thought the Commission agreed to stay on track with benches in order to keep consistency.

Mr. O'Donnell stated that he was ok with a tree if it was logistically possible.

Dr. Duffy asked that there be clarification – is it off to the side of the restrooms near the pond? Is it east or west of the small pavilion?

Dr. Duffy asked to table this item until next month until Dr. Medeiros can get more details from Mr. Kulmac.

**CHAIRMAN'S REPORT** – Nothing to report

**OLD BUSINESS**

Dog Park Grant Update– Dr. Medeiros reported that the Town Council did not approve the application because there were too many strings attached. The grant company wanted everything branded and the Town is not comfortable with that.

Mr. O'Donnell added that if the Town accepted the grant, they'd lose the option to charge for the dog park. There are no plans to do so, but the option would be taken away.

Schedule Special Meeting –Tour of Parks- After much discussion, Commissioners agreed that they'd individually visit Mixville Park prior to next month's meeting.

Dr. Duffy stated that early on, when the transition was taking place, a member of the Public Works department was in attendance at the meetings. Since Public Works is taking care of the parks, he would like to see someone from Public Works attend the meeting.

He also brought up the idea of creating an app that people could report issues at the parks that would be sent to the Recreation or Public Works department and the issue could be taken care of. Commissioners thought the idea was a good one, but need to be clear as to exactly what the app would be used for and how it would be monitored, as it wouldn't be useful if it wasn't monitored.

Mrs. Mayne suggested that the app showed features of the park, trail maps, and could also be interactive.

Dr. Duffy asked Dr. Medeiros to contact Public Works to have Mark Cunningham, Highway Superintendent, attend the next meeting.

Dr. Medeiros offered to look into what it would take to have an app developed.

**NEW BUSINESS**

Plaque Presentation – Removed from Agenda

Appoint New Chairman – MOTION by Mr. O'Donnell to name Dr. Duffy as Chairman. Seconded by Mrs. Bertoni.

VOTE: Motion passed unanimously.

Farmer's Market – Dr. Medeiros spoke about the Farmer's Market. The possible location would be at the Youth Center parking lot on Thursday evenings, possibly the end of July through September in the evenings from 4:00pm to 6:30pm. This is all tentative as a special permit needs to be received, a discussion needs to be had with Chesprocott, and a call for vendors has to go out.

Mr. Fracasse asked about parking. Dr. Medeiros replied that people could park at the high school.

Dr. Medeiros stated that it's possible that it might not happen until 2019, as it's still in the beginning phases.

New Logo/Department Rebranding – Dr. Medeiros introduced the new logo and gave commissioners copies. The new logo encompasses the four core service areas: swimming, sports, therapeutic recreation, and parks.

The new logo is on the Facebook page and will be on all flyers, brochure, apparel, etc. It's important for people to recognize who Parks & Recreation is and that we need uniformity in all of our communications.

Mrs. Mayne brought in a sample shirt logo to show commissioners.

**BEAUTIFICATION COMMITTEE LIAISON REPORT** – Nothing to report.

## **DIRECTOR'S REPORT**

Monthly Report - Dr. Medeiros stated the department is moving forward with the results of the community satisfaction survey.

He advised that the Memorial Day Parade was successful despite the weather, with approximately 63 groups participating.

Summer concert sponsorships has been successful, receiving \$7,150 so far.

The new Program Coordinator has been hired, and will be starting on Friday, June 8. His name is Chris Rusack.

Dr. Medeiros announced to the Commission that he was elected to the National Recreation and Parks Association Board of Directors and was congratulated by the Commission.

Dr. Duffy stated that he would like to bring back the Commissioner's Forum. Mr. O'Donnell said to do so, it would need to be included as part of the agenda.

## **ADJOURNMENT**

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

VOTE The motion passed unanimously by those present.

Attest:

---

Stephanie Dunn, Clerk