

**WINDSOR LOCKS PARK COMMISSION**  
Minutes of Regular Meeting  
Monday, March 12, 2012, 7:00 p.m. Town Hall, Park Office

<b>Commissioners present:</b>	Chairman Darren Netto, Todd Annis, Phil Famiglietti, Rich Labbe, Bob Norris, and Director David Wrabel
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<b>Also Present:</b>	N/A
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- 1) **Meeting Called to Order** – Meeting called to order at 7:06 pm.
- 2) **Minutes** – The minutes of the February 13, 2012 meeting were read.  
**MOTION: To accept the minutes as read.**  
**Bob Norris** **Seconded by Rich Labbe**  
**Motion passed unanimously.**
- 3) **Public Input** - None
- 4) **Old Business**
  - a) **Capital Projects** –
    - Lights at Southwest Family Park soccer field - Board of Finance did not approve lights at soccer field and suggested to shorten the field. Rich Labbe, member of the park commission, reported that the field is already at its minimum length.
    - Concession stand – architect is almost done with design plans and cost estimate; Department of Public Works (DPW) will complete its own cost estimate.
  - b) **Fiscal Year 2012-2013 Budget** –
    - Administrative staff – Part-time clerk has given notice to leave position with March 16, 2012 being last day of employment. Commission is working to change status of second administrative staff to full time. Tabled request of salary raise based on conversation with Board of Finance, which is looking across all town boards and structure of other positions.
    - Revolving account - Board of Finance requested evaluation of account. After park commission discussion, fund request will decrease from \$81,000 to \$50,000. Windsor Locks Water Jets fund (\$23,000) will be reported as separate line item. Examples of items paid from this account (but not limited to this list) are: Social security FICA, \$1500 for use of school, summer concert series, replace soccer goals at Denslow Park, installation costs for camera at skateboard park, pool lift, family day, and extra hours for administrative staff.
  - c) **Pesci Pool Lift** – ordered pool lift and funding will come from revolving account, approximately \$5,000. Portable pool lift must meet ADA compliance.
- 5) **New Business**
  - a) **Field Usage Fees** – discussed development of fee schedule.  
**MOTION: To charge \$150 per field for weekend tournament and \$400 league fee for season.**  
**Bob Norris** **Seconded by Rich Labbe**  
**Motion passed unanimously.**
  - b) **Online Registration Software** – discussed pricing proposals and logistics of online registration. Dave Wrabel will continue researching subject.
- 6) **Correspondence** – Dave Wrabel responded to letter from Mr. Kevin Brace in support of installing camera in skateboard park.
- 7) **Report From Recreation Director**
  - a) Scoreboard at Veteran's Park – controllers repaired; however, scoreboard does not function and LaPierre is working to fix scoreboard.
  - b) Park Commission Program Flyer – completed mailing to town residents this month.

8) **Report From Chairman** – None

9) **Report From Commissioners**

- a) Bel-Aire Park – benches need painting and some benches need to be replaced (reported by B. Norris)
- b) Southwest Family Park – playscape needs to be a future budget item for replacement (reported by D. Netto)
- c) Woodland Street Park – looks good and clean (reported by P. Famiglietti)

10) **Meeting Adjourned**

**MOTION: To adjourn meeting at 8:35 p.m.**

**Bob Norris**

**Seconded by Rich Labbe**

**Motion passed unanimously.**

**Next meeting: Monday, April 9, 2012 at 7:00 p.m.**

**Respectfully submitted,**

**Jennifer Dearborn  
Recording Secretary**