

WINDSOR LOCKS PARK COMMISSION

Minutes of Regular Meeting

Monday, April 14, 2014, 7:00 p.m. Town Hall, Park Office

Commissioners present: Todd Annis, Paul Ciarcia, Bob Norris, Dan Squires, Chairman Darren Netto and Director David Wrabel

Also Present: Steve Bauer

- 1) **Meeting Called to Order** – Meeting called to order at 7:15 p.m. A moment of silence was held in memory of Phil Famiglietti, who served the Park Commission for 30 years and recently passed away.

MOTION: To move Agenda Item 5a- WLSC- 3v3 Tournament and Concession Request before Agenda Item 2- Minutes

Dan Squires

Seconded by Todd Annis

Motion passed unanimously

5)

- a) **WLSC- 3v3 Tournament and Concession Request** – Steve Bauer, Windsor Locks Soccer Club's Fundraising Chair, requested permission to host a 3v3 tournament at Veteran's Memorial Park and Southwest Family Park on June 21, 2014. They would also like permission to sell concessions. The 3v3 tournament would be put on by a third party contracted out.

MOTION: To allow the Windsor Locks Soccer Club to hold a 3v3 tournament and sell concessions pending proof of insurance by the third party group running the event.

Dan Squires

Seconded by Todd Annis

Motion passed unanimously

Chairman Darren Netto arrived at 7:25 p.m.

- 2) **Minutes** – The minutes of the regular meeting on March 10, 2014 were read.

MOTION: To accept the minutes as read.

Todd Annis

Seconded by Bob Norris

Motion passed unanimously

- 3) **Public Input** – None.

- 4) **Old Business** –

- a) **Windsor Locks Little League Repair Requests** – David Wrabel reported that repairs to Pesci I was completed earlier that day. Public Works would then move onto the other baseball fields and soccer fields that need work. Todd Annis asked if the lower parking lot at Pesci would be repaved before Little League season. David Wrabel stated that an email from Scott Lappen said it would be repaved before Little League's Opening Day (4/26/14). It was noted that Little League's requests submitted to be done before the season were too large and Public Works has been working hard on the repairs to Pesci I. With that project completed, Public Works will focus on the other fields needing attention.

- b) **Budget 2014/15** – There is a Town Hearing on April 15, 2014 that David Wrabel will attend in case there are questions about the Park Commission budget. Next year's budget will be slightly less than last year's budget by approximately \$1,200. After the Town Hearing, the budget will go to vote next month.

- c) **Capital Improvements** – The replacement playground for Southwest Family Park is still in the budget for next year and will be replaced pending the town's budget approval next month. Work is ongoing for the renovations at the Pesci Concession Stand. Once the new windows are installed, work will be done to patch up the old window. Once completed, Public Works will complete the work on the side of the stand. The Veteran's Memorial Park softball field light refurbishment is set to begin sometime this week.

- d) **Park Conversion** – Commissioners discussed which small parks they thought might be good for alternate uses. Discussions focused on Woodland Park, Sutton Park and Barbara Park, which have little to no playground equipment on them. Paul Ciarcia would like to explore potential other uses for these parks. David Wrabel mentioned the possibility of asking Jen Rodriguez, Town Planner, to attend a future meeting to discuss other uses. However, she has a meeting at the

same time as the Park Commission every month, so we would have to look into changing the time or date of a future meeting for her to attend. David Wrabel will talk to Jen Rodriguez about attending a future meeting to discuss this item further.

5) **New Business**

- a) **WLSC- 3v3 Tournament and Concession Request** – Discussed earlier in meeting
- b) **Liability/Risk Transfer** – David Wrabel recently attended a training seminar on risk transfer. Two items relevant to the Park Commission were strengthening the waiver agreements and requiring town residents to provide insurance when holding functions on town property. The information provided stated waiver agreements should be a separate document than program registrations, which is currently on one form. It should also contain program related warnings and risks. It was also suggested that the town require residents to maintain insurance for reserving town pavilions and parks regardless of if there is no cost to reserve these facilities. The town would be less liable, but not 100% protected. Darren Netto asked David Wrabel to reach out to the town attorney for his opinions and report back next month.

6) **Correspondence** – None.

- 7) **Report From Recreation Director** – The baseball and soccer scoreboards were recently tested and both are functioning correctly. Spring soccer is set to start next week, but we are still trying to line up a few coaches and practice dates.

- 8) **Report from Chairman** – Darren Netto suggested the Park Commission needed to elect a Vice Chairman for meetings he cannot attend and asked for a motion to add it as an agenda item.

MOTION: To add an agenda item to elect a Vice Chairman.

Todd Annis

Seconded by Paul Ciarcia

Motion passed unanimously.

- 9) **Vice Chairman Election** – Darren Netto asked for nominations for Vice Chairman.

MOTION: To elect Bob Norris as Vice Chairman.

Dan Squires

Seconded by Paul Ciarcia

Darren Netto asked for other nominations. There being none, a vote was held.

Motion passed unanimously.

10) **Report From Commissioners** –

Pesci I- looks good after repairs. (reported by Dan Squires)

Juniper- looks the same as previous reports. (reported by Dan Squires)

Southwest Family and Woodland Park were already discussed tonight. (reported by Paul Ciarcia)

Veteran's Memorial Park- Baseball field is still closed. Softball field needs some work. Swing sets look good. (reported by Bob Norris)

Reed- Benches at both ballfields need work (reported by Darren Netto)

Denslow- No net on the basketball hoop. Tire marks in the outfield of the baseball field. (reported by Darren Netto)

Bel-Aire- The swing set is rusty. (reported by Darren Netto)

11) **Meeting Adjourned**

MOTION: To adjourn meeting at 8:15 p.m.

Bob Norris

Seconded by Todd Annis

Motion passed unanimously.

Next meeting: Monday, May 12, 2014 at 7:00 p.m. pending the availability of Jen Rodriguez.

Respectfully submitted,

David Wrabel

Director, Park and Recreation