

## WINDSOR LOCKS PARK COMMISSION

Minutes of Regular Meeting

Monday, May 8, 2017, 7:00 p.m. Town Hall, Park Office

**Commissioners present:** Todd Annis, Paul Ciarcia, Glenn Flanders, Andrew Hebebrand, Scott Nolan, Chairman Bob Norris, and Director David Wrabel

**Also Present:** John Ahern, Dave Farr, Melissa Janick, Rusty Mattesen

- 1) **Meeting Called to Order** – The meeting was called to order at 7:00 p.m.  
**MOTION: To move Agenda Item #3 (Public Input) before Agenda Item #2 (Minutes).**  
**Paul Ciarcia** **Seconded by Andrew Hebebrand**  
**Motion passed unanimously.**
  
- 2) **Public Input** – Rusty Mattesen inquired about using lights at Veteran's Park for baseball practice, supplies (10 bags Quick Dry, Lime) to manage field after rain, reconditioning of field to fix depressions as well as need to improve field preparations (pleased everything is mowed) and scoreboard. Dave Farr has sent a letter to Chris Kervick about supplies. Resulting from discussion, the request for supplies will be referred to Public Works via a letter from Chairman Bob Norris. The request to grade the field to fix the depressions and tick control needs to be addressed. Also, discussion about the need for a plan to fix scoreboard.  
  
John Ahern, representing Little League, proposed purchase of a shed for Reed Park to store equipment and supplies. Little League organization will secure funds for shed and is requesting authorization. Shed would be donated to Reed Park for Little League use.  
  
Melissa Janick inquired about the status of park sign for Codey Way Park, status of classifying that park as an official park, mowing park and controlling tick situation, status about installing soccer field and dirt bikes mess up park grounds. Director Dave Wrabel will follow-up about park sign. Mowing of park needs to be added to renewal contract through Public Works. The Commissioners discussed these requests and requested Melissa to also contact Chris Kervick.
  
- 3) **Minutes** – The minutes of the regular meeting on April 10, 2017 were read.  
**MOTION: To accept the minutes as read for the April 10, 2017 meeting.**  
**Scott Nolan** **Seconded by Paul Ciarcia**  
**Motion passed unanimously.**
  
- 4) **Old Business** –
  - a) **Budget 17/18** – Waiting on budget from state legislature.
  
- 5) **New Business** –
  - a) **Field Light Usage Policy Update** – The practice has been field lights for games only. Commissioners reviewed and discussed document “Parks and Facilities – Use of Public Parks and Recreation Areas”. Director Dave Wrabel will review current forms, make appropriate changes to update regulations and report back to this board.
  - b) **Gym Rental Request** – Discussed request for private event for gym rental use on July 1, 2017. If approved, every vendor needs to provide insurance policy.  
**MOTION: Director Dave Wrabel uses his discretion about details of carnival on whether or not to approve private carnival event.**  
**Scott Nolan** **Seconded by Todd Annis**  
**Motion passed with one abstention**
  - c) **Little League Shed** – Discussed during public input.  
**MOTION: Per approval of Public Works Director, allow Little League to donate and place a shed at Reed Park for storing equipment and supplies.**  
**Andrew Hebebrand** **Seconded by Paul Ciarcia**

**Motion passed unanimously.**

- 6) **Correspondence** – None.
- 7) **Report From Recreation Director** – Day camp starts 6/21/17 and is full for three weeks and there are five or less openings for remaining weeks. Spring soccer has 60+ Pre-K kids enrolled and the eligible age groups for this activity are Pre-K through 6<sup>th</sup> grade. Summer employees must respond by Friday 5/12/2017 if planning to return; open slots will be filled after that date.
- 8) **Report From Chairman** – Codey Way Park has not been mowed and will follow-up with Public Works. Ahern Park is good; although still need equipment painted.
- 9) **Report From Commissioners – Veteran’s Park** entrance sign needs to be replaced, reported by Scott Nolan. **Green Manor Park** mowed so OK, reported by Andrew Hebebrand. Parks OK, reported by Paul Ciarcia. **Reed Park** graffiti gone and park is looking better, **Pesci Park** is good but need to check if there is a park sign in front of park, reported by Glenn Flanders. **Spring Park** needs basic maintenance, clean up in back and paint barrels, reported by Todd Annis.

**MOTION: To add new business item 5c, allow Little League to place shed.**

**Glenn Flanders**

**Seconded by Todd Annis**

**Motion passed unanimously.**

- 10) **Meeting Adjourned**

**MOTION: To adjourn meeting at 8:48 p.m.**

**Andrew Hebebrand**

**Seconded by Glenn Flanders**

**Motion passed unanimously.**

**Next meeting: Monday, June 12, 2017 at 7:00 p.m.**

**Respectfully submitted,**

**Jennifer Dearborn  
Recording Secretary**