

WINDSOR LOCKS PARK COMMISSION

Minutes of Regular Meeting

Monday, March 9, 2020, 7:00 p.m. Town Hall, Park Office

Commissioners present:	Jamie Bonito, Glenn Flanders, Scott Nolan, Chairman Bob Norris, and Director David Wrabel
Commissioners absent:	Michael Erickson, Lacinda van Gieson
Also Present:	N/A

- 1) **Meeting Called to Order** – The meeting was called to order at 7:02 p.m. by Chairman Bob Norris.
- 2) **Minutes** – The minutes of the regular meeting on February 10, 2020 were read.
MOTION: To accept the minutes as read for the regular meeting on February 10, 2020.
Glenn Flanders **Seconded by Scott Nolan**
Motion passed unanimously.
- 3) **Public Input** – None.
- 4) **Old Business** –
 - a) **2020-21 Capital Request** – Board of Finance Commissioner notified David Wrabel that GIS recognizes the housing authority as owner of Veteran’s Memorial Park. David Wrabel and Norman Boucher checked deed and walked the property and determined that Park Commission is current owner. This issue was raised based on the capital request to install path lights and whether or not the property belongs to Park Commission to carry out project.
 - b) **2020-21 Budget Request** – Director David Wrabel presented budget to Board of Finance (BOF) on February 26, 2020. Decision by BOF to split raise for administrative assistant over 2 years, therefore decreasing the amount of money requested by Park Commission. Salary increase based on review of this position in area towns. Commissioners discussed appeal option. The meeting to address appeals is 3/24/2020 at 6:30 p.m.
MOTION: To appeal the Board of Finance cut for administrative assistant salary increase, splitting raise over two years.
Glenn Flanders **Seconded by Jamie Bonito**
Motion passed. 2 (Bonito, Flanders), 0, 1 (Nolan abstention)
- 5) **New Business** –
 - a) **Honor Flight CT Request** – Company flies Veterans to Washington, D.C. for free and charges person accompanying Veteran \$350. After ceremony and lunch, Veteran’s return home. Company is requesting use of Veteran’s Memorial parking lot for approximately 50 cars, two times per year. Park has about 160 spaces. Commissioners indicate this is a good idea and also ask that group consider Park-n-Ride on Main Street which is closer to airport and highway access. Director Wrabel will contact company with suggestions.
 - b) **Facility Use Requests** – Director Wrabel provided information that currently, for the town gym, there is a \$25 usage fee with a cap at \$150. An activity at a park, for the season, is \$400 per season and a fundraiser event is \$150 per day. Park Commission does not rent to out of town organizations.
 - c) **Splash Pad** - Chairman Norris attended a meeting for informational purposes at East Windsor facility; project planning has been ongoing for years and splash pad may open in July 2020 in East Windsor. Discussed logistics such as daily fees for use by residents and non-residents and hours of operation. Quote estimates installation cost at \$525,000. Park Commission will put splash pad project in 5-year plan.

- 6) **Correspondence** – Received two emails, (a) from Blackboard Café regarding softball league tournament; during discussion, determined one of dates conflicts with Fireman’s Carnival and (b) forwarded from Selectman’s office, resident wants to develop a memorial garden at Veteran’s Memorial Park in the open space behind the softball field; perhaps people could sponsor a tree to be planted in garden. Director Wrabel will invite resident to attend next Park Commission meeting for discussion.

MOTION: To authorize Blackboard Café Softball League Tournament at Veteran’s Memorial Park on April 18, 2020 and July 25, 2020.

Glenn Flanders

Seconded by Scott Nolan

Motion passed unanimously.

- 7) **Report From Recreation Director** – Recreation basketball ended two weeks ago and travel basketball ended last week; overall good season. One coaching situation. The Spring/Summer newsletter is going to the printer this week and then distribution to residents. Working on booking summer concert series and currently have 5 out of 8 bands booked. Day camp registration opens April 2, 2020 and currently booking field trips and special events.
- 8) **Report from Chairman** – By next month’s meeting, requested Commissioners to check out parks and determine status post winter season.
- 9) **Report From Commissioners** – J. Bonito indicates Denslow Park is OK, Woodland Park fence needs repairs and she has pictures of fence for review at meeting; Director Wrabel will contact Public Works about Woodland Park. G. Flanders reports graffiti on door on pavilion at Pesci Park and at 3rd base line of Pesci I in dugout; Reed Park is good. S. Nolan reports parks are OK. With the current news about coronavirus prevention, J. Bonito asked how coronavirus will be addressed in reference to parks; Commissioners discussed options.
- 10) **Public Input** – None.
- 11) **Meeting Adjourned** –
MOTION: To adjourn meeting at 7:50 p.m.
Scott Nolan
Motion passed unanimously.

Seconded by Jamie Bonito

Next meeting: Monday, April 13, 2020 at 7:00 p.m.

Respectfully submitted,

**Jennifer Dearborn
Recording Secretary**

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