



**Waterford Recreation and Parks Commission
Regular Meeting Minutes
April 23rd, 2024 - 4:30 pm
Waterford Community Center**

The Recreation and Parks Commission held a regular scheduled meeting on April 23, 2024, at the Waterford Community Center. Meeting was called to order at 4:30 p.m. by Chairman E. Murphy and a quorum was established.

Members in attendance: R. Erricson, T. Santos, E. Murphy, N. Scheiber, T. Stino, J. Gregg

Members Absent: L. Beaney, M. Chiappone, M. Gwudz

Staff: R. McNamara (Director), T. Cieplik (Program Coordinator), E. Sullivan (Office Coordinator)

Guests: R. Tuneski - Finance Liaison, Laurie Wolfley - R.I.S.E. representative

Approval of Meeting Minutes :

March 5th Special meeting - Change the date in the first paragraph that states the special meeting on February 5th, 2024 to read special meeting on March 5th, 2024. **(Motion #1):** R. Erricson made a motion and J. Gregg seconded to approve the March 5th Special meeting minutes as amended. So voted 5/0.
March 26th Meeting Minutes - N. Scheiber is spelt incorrectly under public comments as N. Schieiber and should be spelt as N. Scheiber. **(Motion #2)** R. Erricson made a motion and J. Gregg seconded to approve the March 26th Meeting Minutes as amended. So voted 5/0.

Correspondence:

Clark Lane Middle School PTO sent the Recreation and Parks department a thank you letter for the Basket Bonanza donation we made. It was a sand bucket with toys for the beach and free beach sticker for the season. J. Bracciale (RTM Representative) sent an email asking for a few senior parking spots in which we will have 4 parking spots and they will be painted and blocked off with a jersey barrier. K. Sullivan sent a letter to Town of Waterford with concerns of the pool and the morning hours for swim and the Pleasure Beach Access walk - It has been approved and we are looking to go to bid early July it most likely will not be this beach season but we have done improvements and once we have funding approved this will be addressed. C. Walters (Human Resources) - sent email to inform staff that Juneteenth will now be observed as a town holiday.

Staff Reports:

Director - R. McNamara

Current budget expenditures: Munis reports spending of \$1,114,885 or 81.5%, General Fund revenues: Open Gov reports revenue of \$193,674 or 117%, Special Revenue: approx. \$80,400 Capital Improvements - we are entering specifications and data into Open Gov for the bidding process post July 1st. Consolidation request for town hall basketball court - just waiting on Hinding quote and additional appropriation. We are looking to go with post tension which comes with a 10-15 year warranty rather than Asphalt which only comes with a 1 year warrant. Meeting on the civic triangle 4/24 to discuss where the benches and trash cans will go. The Stenger Park Access and bathroom specs being prepared with engineer. Waterford Beach Park Garage Design we met Barton & Loguidice on site 4/14 to finalize site plan for P&Z review. Interior plans will take place once site is approved. We will be moving from center of town to beach in mid-may. Maintenance has had a tough time with all the rain on the athletic and ballfield. Turface is hard to get our hands on which helps to dry it out the fields. Mulching beds and power washing has begun in Civic Triangle and will continue to outer properties. BOE has funds available July 1st to begin repairing the backfield at GN elementary. R. McNamara has been working

with Save The River Save The Hills on a garden and plaque installation for Fred Grimsey. There have been 11 new replacement trees in BOE parking island grates at GN and OSW. RTM approved out of town employees to receive beach stickers as a Town of Waterford resident for \$25.00 also added BOE employees. Chief Balestracci is purchasing beach stickers for his department with a donation from a Wellness program. This is approximately 40 stickers. Tuesday, May 14th, 2024 there will be a meeting for Nevin's cottage. Met with Directors Gorman (Youth/Seniors) and Johnson (Library) to review the coordination and duplication of services. Moving forward we will meet again quarterly to identify who is doing what. R. McNamara reviewed and discussed the job descriptions of the Assistant Director and the Program Coordinator. The classification will be updated with Human Resources once approved. The difference is adding the Aquatics, Community Center and Special Needs program with the Assistant Director. Considerable knowledge will be changed to Extensive knowledge and there will be a colon to then list the rest underneath. **(Motion #3)** N. Scheiber made a motion and T. Stino seconded to approve the Assistant Director job description with the minimum qualifications in section E changed as noted. So voted 6-0.

(Motion #4) R. Erricson made a motion and N. Scheiber seconded to approve the job description of the Program Coordinator. So voted 6-0

Project Coordinator - T. Cieplik

Maintainers have done a great job getting fields ready when possible but weather has been very rainy. Some games have been rescheduled like they have in many other towns. Summer brochure has gone to the printer to put together. Waiting on reply from them to see if changes are needed and then will go out to June 1st and programs will start July 1st. Winters/spring Program numbers have been good and some classes are filled to capacity. We have begun scheduling interviews for summer staff and lifeguard certification class in ongoing there has been a change in annual maintenance schedule and dates this year the pool will close around the end of school for 2 weeks and be ready to open by summer programming July 1st. Beach stickers are selling rapidly online and open in house for sale on May 1st. Wrestling co-sponsored group has gone from 12-20 participants to over 100. There was a fundraiser at the WHS that brought in over \$14,000 in 1 day and they would like to re-invest the funds and buy new wrestling mats. Summer concerts have been booked and Nick Bosse and the Northern Roots should draw a big crowd along with a Taylor Swift Tribute Band. Nick Mineau our sound guy has been booked again. Our two events one being March 30th Egg Hunt was a success. 3 times the eggs this year. Many happy families and on April 8th Solar Eclipse at Camp Harkness went incredibly well with 300-400 in attendance.

Committee Reports:

- Nominating - None
- Personnel - E. Murphy will send an email of the expectations of the board.
- Youth Sports Council - Next meeting is in June - the board would like to be invited to watch the new robot painter when it is being used.
- Long Range Planning - Looking at consolidating and getting the parks up to standards.
- Policies and procedures - T. Santos and E. Murphy will be sent the updated computerized copy

Representative Reports:

- Board of Ed - None
- Board of Finance - R. Tuneski discussed the meeting of the 3 directors and meeting with R. Brule in regards to the duplication of services.
- Historical Society - None
- O'Neil Theater - The main maintainer has left the position so unsure what that will mean to our operations. Continued review on observations.
- Senior Services - none - meeting is at the same time as Recreation and Parks.

Adjournment:

(Motion #5): Made by R. Erricson and seconded by N. Scheiber to adjourn the meeting. So voted 6-0. Meeting adjourned at 5:28 pm

Respectfully submitted,
Eileen Sullivan
Recreation and Parks Commission
