

Waterford Recreation and Parks Commission
Regular Meeting Minutes
November 29th, 2022

The Recreation and Parks Commission held their regular monthly meeting on November 29th, 2022 at the Community Center called to order at 4:00 p.m. by Commission member T. Santos and a quorum was established.

Members in attendance: N. Scheiber, E. Murphy, S. Elci, T. Santos, R. Erricson

Members Absent: K. Hall, M. Chiappone, J. Gregg, L. Beaney

Staff: Interim Director R. McNamara and Office Coordinator E. Sullivan

Guests: R. Tuneski (Finance Liaison)

Approval of Meeting Minutes:

Motion #1: Made by R. Erricson and seconded by N Scheiber to approve the minutes of the October 25th, 2022 meeting. So voted 5-0-1 (T. Santos abstained)

Correspondence:

- Thank you email from Dani Gorman for attending veterans coffee house in her absence. Ryan spoke about the Path of honor, Veteran's day event and wood program.
- Thank you email from Steve Sinagra for participating in FEMA Drills.
- Thank you email from Rob Brule – set up and break down of event at war park–Waterford Veterans Ceremony
- Email from Sandy Kenniston recognizing R&P Maintenance attendance at 100% for the Mobile Hearing Tests.
- Email from Gary Schneider - Public works garden beds to become our responsibility at complex main entrance only.
- Memo to town clerk 2023 Meeting schedule – Meeting dates are approved with time subject to change.

STAFF REPORTS:

Interim Director R. McNamara

- Winter/Spring booklet is out at printer now should be going out in next week or two.
- Budget is running normal. Payouts for A. Nolan and B. Flaherty we are hoping the operating budget will absorb this. R. McNamara will be meeting with the Finance Director.
- Events – Dec. 2nd Jordan Park Tree Lighting -fire police to help with traffic. Public safety, Community Center will have shuttles. Dec. 4th Quaker Hill Tree Lighting – firehouse after, photo opportunities trying to enhance more. Dec 4th – 41st Pearl Harbor Road Race – A. Nolan and S. Gardner will be there helping and showing E. Sullivan the ropes of how it is done. Lead car, last car and water stations will be manned. We have 36 preregistrations.
- Budget – add direction if you see anything please let us know. Changed the design to showcase better of what we do. Capital improvement plans – accessibility walks, we have funding for Pleasure Beach and getting quotes. Looking to move operations from building here in center of town to beach building but still want to retain it for some things – possible pickle ball courts along the walkway. Playgrounds especially Leary park need updates.
- We continue to support Youth Services - Stuff the Bus and food deliveries to the 3 senior complexes for Thanksgiving. Good investment for guys to interact in with community.
- Interview for Program Coordinator and seem to have it narrowed down to 2 people. Traci and Ed volunteered to be on the panel for 2nd round of interviews. We will reach out when its time.
- Abby will be departing in next 2 weeks. Chad and public works meet and mark trees absorb in house. Behind library not sure if included in phase 1 of civic triangle plan but dredge and access to pond is phase 1. The dog pound (remediation) will come down and the dredging will be held until dry. Trees hung up behind library – Ryan will look into.
- Director of Public Works is the acting tree warden unless its hazardous. Hazardous, holes, decay, and no blooming Interim Director can approve to take trees down. If its asthetic then needs approval (10 days).

Committee Reports:

- Nominating – Make a slate for next meeting
- Personnel – Alena and seasonal help coming in to help in December. Hope to have new person in asap.
- Youth Sports Council – booking for youth sports there are a lot of requests for the schools.
- Long Range Planning – updated meeting
- Policies and procedures - from 1994 we can have updated. T. Santos will bring in for us so we can have a working word document for updating.

Representative Reports:

- Board of Ed – No update
- Board of Finance – Director of Finance sent out forms to build the budget. Will have budget the next couple of weeks. Lights at Dedrick are on docket but can't justify having lights up there.
- Historical Society – Lots of work being done. New things going on and expanding their foot print and communication seems to be better and getting people involved.
- O'Neil Theater – none – have not heard from them in months.
- Senior Services – continue to provide help as we can for them especially with the holiday events going on.

Old Business:

- None

New Business:

- Send email and hard copy in mail for those that request it – agenda and back up.
- Form a personnel committee-staff evaluation done by chair of commission. (Director and Assistant Director)
- Street in the middle at Waterford Beach field to discuss design space.
- Who is Waterford? What are we known for? What can we do in the future to define us. We do a lot but not recognized for that “one” event.

Adjournment:

Motion #2: Made by E. Murphy, seconded by S. Elci to adjourn the meeting. So voted 5-0.

Meeting adjourned at 5:06 p.m.

Respectfully submitted,
Eileen Sullivan, Office Coordinator
Recreation and Parks Commission