



Waterford Recreation and Parks Commission
Regular Meeting Minutes
October 22nd, 2024 @ 4:30 pm
Waterford Community Center

The Recreation and Parks Commission held a regular scheduled meeting on October 24th, 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: L. Beaney, J. Gregg, E. Murphy, N. Scheiber, T. Stino, T. Santos

Members Absent: M. Chiappone, R. Erricson, M. Gwudz

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

Guests: K. Whitham (Historical Society President)

Approval of Meeting Minutes:

(Motion #1): N. Scheiber made a motion and T. Santos seconded to approve the September 24th, 2024 meeting minutes. So voted 6/0

(Motion #2): J. Gregg made a motion and T. Stino seconded to approve the October 2nd, 2024 special meeting minutes. So voted 5/1 abstain

Public Comments:

K. Whitham expressed her gratitude for the working relationship with the Recreation and Parks Department. She had a meeting with the Gardening Club and they agreed and wanted to note they would like to see 2 or 3 more staff on the Recreation and Parks maintenance team to help with all the plantings and maintenance around town including all the historical buildings and properties.

Correspondence:

E. Mariani, Walk Chair for Terri Broudeur Foundation, sent a thank you note for allowing them to use the Babe Ruth field entrance as a rest stop for their walk held on October 4th. D. Lersch, President of Waterford Land Trust sent a thank you note for the 50th Anniversary Celebration we supported and had ready for them at the Jordan Green. M. Sydney, President of the Thames River Garden Club sent a thank you email to R. McNamara for the collaboration of working together. K. Newbury of PBS sent a thank you email for the filming shoot on 10/3-10/6 at Waterford Town Beach. They look forward to sharing the final product when it airs in April 2025. Cross country meet at Harkness was well attended and the spectator parking was full at the Waterford Beach. T. Cieplik received a thank you email from Ned Bishop and Sam Alexander (Head Coach of CT College Athletics) to express his thanks. T. Wheeler from Senior Services nominated Recreation and Parks for the Connecticut Age Well Collaborative tour. Arnold Holmes Park was selected to be one of the stops on the tour to be recognized as a top local effort prioritizing inclusivity and accessibility for aging residents, people with disabilities and those with dementia.

Staff Reports:

Director - R. McNamara

Civic Triangle updates: the permanent benches have been installed at Arnold Holms park. Maintenance has installed 10 green giant arborvitaes behind garage. Irrigation finished at streetscape sod, operations continue in upper gazebo area. The contractor is still responsible for lower pond area and we are not responsible until the engineer signs off that it is complete then we will take over – looking like springtime.

Leary French Drain is now in a state where machines can access and finalize the end of the trench around the hillside (right field) of Leary softball field. Barry Farm eagle scout signage – finalizing design and proof and it will be presented to the commission once finalized. Town Hall and Leary court surfacing projects quotes and numbers are being finalized. The Gardiner Family Foundation has identified a pavilion structure for the Children's Playground. They have generously donated funds in the past and are willing to continue with the appropriate projects. Forecasting spring of 2025. There are still elements of park that need to be finalized.

Pleasure Beach access walk pre-bid was held and questions submitted and answered. Bid submittal was due on September 19, 2024 and were received and being vetted through engineer for specs and work references. A vendor should be selected by the end of October 2024. A request sent to Jim Erricson and Haley Ward for putting together the plans for an access walk and

bathroom for Stenger Park – Dog Park. Old Scoreboard at Sutura field at LLN (Hoelck Park) was disconnected and they will provide install once new scoreboard arrives. Funding has been provided by The Ryan Marshall Foundation.

We continue regular operations of mowing/trimming all parks and properties, including BOE. Painting athletic fields and lining ballfields – use of new robo-painter is going well and we are tracking data for savings with robo-painting machine. The use of the new geese deterrent: R/C Goosinator is working well as it is suppose to. A big thank you to the Utility department for the repair of Mago Point park waterline and backflow preventer relocation.

The Fixed Asset review has been completed and verified with the Finance department. Our FY'24 Annual report draft is ready for review and we will send when ready to the commission. Program Coordinator, Tim Cieplik developing sponsorship and promotional packages for event funding. This will be put together and presented to commission. Youth Sport Council meeting on annual reports and budgeting will have a meeting set up in the next month. There was a meeting to discuss Community Center security and accessibility but it is on hold until the repurpose of the Friendship School is determined and a committee is established. Arnie Holms Jr. park rule sign was handed out for approval by the commission and it was discussed to put a QR code on the bottom and use the wording Park Rules and Etiquette. The evening Community Center monitor positions have been filled with Robert Elphick and Jody Bailey. A review of the beach season was discussed and the gatehouse staff had some input and improvements they would like to see which would be proper signage, stop sign, speed bump and a reference book with company information of frequently asked questions and how to properly respond. There was a decrease in revenue on weekends. R. McNamara will check with the town attorney about possibly changing our prices next year. A pricelist will be provided at our next meeting so it can then be brought to the RTM.

Project Coordinator:

T. Cieplik

Winter book creation is ongoing and we will be doing in-house with our print shop. Once complete we will send out to a printing company which will cost approximately \$4,000. Ad sales are ongoing and we will need several more local businesses to cover costs. Farmers Market outdoor season is complete but we will have some pop up markets on Nov. 23rd, Dec. 7th, 14th, 21st. Programs are running nicely with 20 programs running, 370 registered, and 10 are at capacity. There is an interest to help run an adult ALL Abilities Program but location needs to be worked out. We are in the process of developing a CPR/First Aid/AED program with Waterford Ambulance which also has an online class. Wood program to launch December 1st. We had numerous special events that took place this month and were very successful. Harvest Fest on October 12th had approximately 1000-2000 attendees and we would like to thank T. Stino and her husband and also S. Kenniston from Public Works for their time and dedication to this event. Recreation and Parks supported a few other events such as Addy's run at Great Neck School on October 13th and the Terri Broudeur Breast Cancer Walk on October 6th. The Trunk or Treat on October 20th was greatly attended and next year we would advertise more in the school and less on social media.

Committee Reports:

Personnel – the new maintainer has gone through his probationary period and is working out good.

Youth Sports Council – There will be a new meeting in a few months.

Long Range Planning – prioritizing and updating

Policies and Procedures – R. McNamara will reach out to Sue Gardiner to see if she has the most recent copy with all the notes that were made. Meeting before our Commission meeting to go over little at a time.

Board of Education – No update, Board of Finance – No update, Historical Society – No update, O'Neill Theater – no update, and Senior Services- no update.

New Business:

A memo was reviewed and will be sent to the town clerk for the upcoming meeting dates in 2025, which will be on the 4th Tuesday of every month at 4:30 pm excluding December. **(Motion #3):** T. Stino made a motion and J. Gregg seconded to approve the 2025 meeting dates for the Recreation and Parks Commission. So voted 6-0

Adjournment:

(Motion #4): A motion was made by J. Gregg and seconded by T. Stino to adjourn the meeting at 5:30pm. So voted 6-0.

Respectfully submitted,
Eileen Sullivan
Recreation and Parks Commission