Board of Recreation Meeting

Monday, April 22, 2019

Community Center

6:00pm

1. Call to Order: M. Phillips called the meeting to order @ 6:02.
2. Roll Call: Present:, M. Phillips, J. Milliard, C. Dunn, T. Mason, M. Johndrow, F. Beriau, M. Hayes/ Council Liaison: Lynn LaBerge, Absent without notification: H. Flexer
3. Citizen’s Participation: N/A
4. Correspondence:
	1. T. Mason shared an email from a parent complimenting the department on April camp and recreation staff.
	2. Card of thanks from TEEG for gift certificates donated by recreation for their fundraiser.
	3. Letter with contribution for youth programs from Rogers Corp.
5. Adoption of Minutes: L. LaBerge made the motion to accept the minutes for the January 28, 2019 meeting J. Milliard seconds. Quick reference to field use portion of minutes for clarification. No further discussion passes unanimously. Abstains: M. Johndrow, M. Phillips
6. Unfinished Business:
	1. Electrical@ Owen Bell: T. Mason reports the job is completed and the cost came in under what was originally expected from the first RFP prior to adjustments with the DPW working on a portion. Total cost approximately $42,000.
	2. Community Center: C.Dunn and M. Johndrow have been chosen to sit on the advisory committee with the Town Manager in regards to the recreation department center either moving to a different location or new building. . T. Mason, A.Eisley,and Mary Calorio, have met with Steve Rioux and other school staff, to discuss room availability, sharing of space etc. C. Dunn asked about the impact of the summer program, and the timeline of the move. M. Phillips asked what the next step will be, and it will mostly revolve around discussion of space usage. This is an attempt for town staff to have a plan of action for the Westfield site so when all options are discussed it will be clear if the building could be considered.
	3. Budget: The board should have received the monthly recreation updates with the department’s budget that went to town manager. At the council meeting there was $11,500 taken from parks in which there could be the potential of the deleted items to be purchased in this fiscal year. While an amount was suggested for subtraction during the meeting it was replaced after some discussion. May 6th is the town meeting and board members encouraged to attend as this is their opportunity to speak. More than likely if an overall budget reduction is applied, recreation will be cut.
	4. Fireworks: All bids are in, the department will be using the same company, Atlas Pyrotecnic. T. Mason shares it is becoming difficult to get quotes from other companies based on the fact we have used Atlas the past several. We are looking into a non-binding mutli-year agreement. If we continue to be satisfied with Atlas we can continue to use without going into a quote process each year.
7. New Business:
	1. Fields: T. Mason is looking to the board for suggestions regarding usage and the increasing cost of maintaining fields. Discussion included leasing land, charging for use, researching other towns along with memorandums of understanding. A report was given listing other towns who had responded to survey for this type of information. M. Phillips asked if the board could have a list of who currently uses the fields. T. Mason will composite a list and email everyone.
	2. Smoking at Owen Bell: L. LaBerge reports the town council is in support of a no smoking ordinance. T. Mason reports in the past we’ve tried to pass a no smoking ordinance and it was voted down, although the no smoking policy has been in place at Owen Bell. Discussion took place as to who would enforce the ordinance, would a fee be placed on the offense, and the possibility of a smoking area and several other concerns. L. LaBerge asked T. Mason to put something in writing to have the council review.
	3. Summer Events: Red, White and Blue BBQ, concerts in Davis Park, Bike Night.
	4. Concessions @Owen Bell Park: The department is currently looking at options for the concession stand. Bids have gone out and a rental fee has been established.
8. Director’s Report:
	1. April Adventures: School vacation camp was a huge success. Theme days, activities and a field trip were all part of the program. The camp was filled.
	2. Senior Programs: Senior programs continue to grow. The Wednesday movie currently has an average attendance of 50 with a high number of 92. Also, chair yoga, one of our new programs continues to grow as we see folks from neighboring towns participating.
	3. Events :Charolette’s Web and Breakfast with the Bunny were also huge successes. Both theater and breakfast tickets for the events were sold out. May 11th the department is hosting a cornhole tournament during the Springtime Festival event.
	4. Benches: Killingly-Brooklyn Rotary was doing a ribbon cutting (same) for the benches and book boxes along the river trail in dedication to Nick Haines. .
	5. QVCC: T. Mason met with QVCC to discuss opportunities to work together. KID’s Academy was discussed as one option to find a way to institute into our camp program, along with opportunities for both their staff, students and our residents.
	6. Business spotlight: KPRD will be a spotlighted at Bank Hometown in the month of August. This will be very beneficial as it is our big promotional period for fall and winter programs.
	7. T. Mason shared she is taking workshops with the CCM to learn about areas of municipal government. The goal is to gain a better understanding how all departments can work together to benefit community.
9. Other: C. Dunn asks to please check into the possibility of putting the brochure all on one page on the website. T. Mason will look into the potential of doing so.
10. Liaison Report:
11. Adjourned: Motioned made by C. Dunn to adjourn. L.LaBerge seconds, no further discussion, meeting adjourned @ 7:05.