

P & R Meeting Minutes
August 22nd, 2018 2:00pm
Clinton Parks and Recreation Department
560 High Street

**Called to order 2:20 pm

Attendance: Ed V., Yoanna O., Jodi B., Rosa K., Kris B. & Emily E. (John B., Matt K. joined later on)

Agenda Items

Approval of previous meeting minutes – July 2018

- **Jodi motioned** to approve, **Ed 2nd**; All in favor – **3** present (John arrived afterwards)

Administrative:

- Vote on board positions (Chair, Vice Chair, Secretary)
- Chair & Vice Chair – time to attend select town meetings outside of our own meeting

Yoanna motioned Ed for Chair, **Jodi 2nd**, all in favor – **5**;

Ed motioned Yoanna for Vice; **John 2nd**, all in favor - **5**

Ed motioned Jodi for Secretary, **Matt 2nd**, all in favor -**5**

Ed asked to invite Russ to our next meeting concerning the Toddler Playground.

- FY19 Allocation Discussion of Revolving Fund – vote tabled until September. Explanation only today. Fees and monies go out and in like a circle to the programs which generate the income. Extra money is allocated by vote. Two programs are free and not charged for which end up in the negative expectedly (Movie in the Park; Eggstravaganza).
- Seniors approached Matt about bus trips through our dept. We need a minimum of 40 participants on a nice bus, not a school bus. In the past we would only get 5 or 6 folks. Then they would have to pick up folks in other communities. We can't compete with the Senior Center on pricing with their trips (and they have stepped up considerably). Marketing costs have been added to "talk up" our programming to the community. Drone research by Rosa to provide footage of big events would be awesome. But an FAA sticker and license is required in order to operate. Justin Lamb has been doing an amazing job. John suggested his brother David as a potential person who owns his own drone and is good at operating it; he will approach him to get in touch with the dept.

Recreation:

- Clinton Youth Softball Board - discussion

**Proposal to have just a board without implementing actual Board Positions initially. Goal is to simply encourage stakeholders to assist with many tasks of managing the current organization.

- Start a sub-committee not assigning roles yet so as not to overwhelm volunteers at first. Eventually 5 board members would be chosen and expanded later (8-10). Some would have more stake than others; Matt pointed out that finding actual board members can be tough so giving them an equal vote rewards them for their involvement. This board won't operate without our approval.
- Matt suggested Co-Treasurers to ensure integrity (checks & balances), but already taken care of by Emily in her office. She is seeking help with more people invested to run the events & league arrangements (more manpower). Matt wondered about a survey for parents to give feedback about the experience. Some have responded about how the kids are divided which sets them up to be more at odds rather than sportsmanlike. Within WSA league, some 5th graders qualify in two categories which can lead to imbalance skill-wise and competitiveness isn't even. If you lose kids at the top and bottom, you can lose league support because teams are driven by age.
- Season went well last year but it is not up to its full potential. Emily needs a fundraising team and event planning for this league at the very least because she can't do it alone with several other projects/events to raise money for. Anyone is qualified (parents, students, community members) – don't have to be league participants. In order for the league to grow, we need to get people out there.
- Matt said joint planning of leagues should be done in January. Baseball can overshadow Softball due to size differences, so it was nice to showcase the CYS this past season. Too challenging to balance two boards – so all or nothing in a merger is best. CP&R can't write a check to Little League since it looks like a donation from the town – not appropriate.

Thought about fall ball league? Yes, they play in Leominster. Great retention ~ just not growth.

Matt motioned to create a fundraising volunteer committee for CYS this year (not leadership, just that function). **Jodi 2nd, All in favor – 5.** Rosa offered to attend LL meetings to coordinate purchases for both leagues. Families have kids in both leagues so coordinating schedules for Picture Days and other events would be most efficient. April 2019 – 3rd Saturday during School Vacation is being considered for Opening Day (Easter that Sunday)

Parks:

- Savage Field
 - Lighting – upgrades over past month. Pavilion & basketball court are lit at night and can be set if they are rented.
 - Fencing Repairs – Miller Fencing fixed gates at playground. Then they were damaged again because people were riding gates like amusement ride which

was knocking them off their hinges and bending the gates. The new gates are self-closing which should help with the issue.

- Basketball Court Painting – maintenance cycle to be repainted over Labor Day weekend. Want to add our logo in the center of the court (\$600-800 for the stencil & \$500-600 for the actual application). Recommended to change the key color (gray color – shows too many glitches) to Royal Blue and American Red. Backboards are durable and break resistant and were recommended to be kept at this time despite lack of flashiness. Matt said we might want to change to glass from plexi-glass to increase “curb appeal” as budget allows.
- Philbin Memorial Park
 - Shade Structure – finally installed!! All picnic tables have been painted. All raw wood trash cans have been replaced with metal ones. and raw wood trash cans have been painted. Tree removed in June, property looking very mint. Structure can be rented as well, and a sign was posted about space being used. Splash pad will still be open until mid-September. Shaded benches to be installed over the next month.
 - Toddler Playground Discussion: Sponsorships – Emily currently engaging Hometown Bank for \$10K sponsorship with their name to be applied to the bank structure. Yoanna brought up the notion on whether Clinton Savings Bank would be upset by working with Hometown Bank.
 - Meeting with NYPRO to discuss becoming a CP&R Partner. APEX did the banners (\$800) at Savage Field and is sponsoring a CYS Team (\$400) and the Dodge Ball Tournament (up to \$600 in-kind party package).
 - Designs and price points – to be located where the Sandbox is currently. Needs to be contracted locally to install an ADA sidewalk. Emily still needs to meet with Russ to discuss where the town’s commitment lies in terms of expense. The costs are beyond our budget right now. Possible Go-Fund Me campaign is being considered. Ed suggested a potential car wash. Current footprint would be 31’ x 25’. Emily thinks the Uniplay quote has the most items for the money even though the Firetruck design is so enticing. Commissioners should review quotes before next meeting for a vote then.

**Informational purpose with quotes currently until Emily gets in touch with Russ.

- Ice Skating Rink - Do we want to install it for the 2019 season?
 - Number of man hours – to operate it is complicated since we don’t have a water source and have to have the Fire Dept. provide it. (Whole truck out of service for hours, ties Kris up, too, for the entire process).
 - Underground spigot would need to be installed – still needed even if rink is not setup. Water required for power washing basketball court. Plowing involved of the rear lot to gain access. Tractor needs to transport blower to

clear ice of snow, etc. Weather fluctuations are difficult to navigate due to temperature influencing ice surface consistency.

- Two men, half a day for setup. Also portable generator needed in the past to run power for special events. Ice rink was added after Kris was hired so it did increase demand on his workload.

- Cost of the new liner is \$1,200 (budgeted every two years) – Saves labor in spring if grass isn't damaged for the rink to be installed on the new parking lot when it is created. Matt inquired about using a platform in Central Park vs. keeping it at Savage. Liner needs to be flush to the ground and it's not firm. Jodi summarized the factors involved; fire hydrant that used to be there for easy filling isn't anymore. Only one working hydrant exists at corner of Vale & Water Streets.
- A new water source can be managed (babysitting water flow??). TBD based on improvements at Savage Field. Matt mentioned that Ash St. Field might be a suitable location in the interim since it has a water source. Jody asked what the public explanation would be for why we don't install it?? Actually security cameras and lighting exist now due to the LL Snack Shack being located next to the Playground.
- Ed said there is no back flow preventer in the current setup for the fountain and Snack Shack at Savage Field. So creating a new spigot would have to be tied into the main water flow. Emily suggested a sign to explain that "if vandalism persists, the rink won't open" verbiage. Lack of policing doesn't guarantee people won't damage it. Kris suggested moving it closer to the infield which keeps it from being "hidden" in the back and would be on level ground.
- **Jodi motioned** to table the discussion until Sept.'s meeting to continue researching this issue with school dept., Russ and our other options for a location. **Yoanna 2nd**, All in favor – **4** (discussed at beginning of meeting when not all were present yet).

Next Meeting scheduled for – September 19, 2018 @ 3:00pm

Matt motioned to adjourn at 3:52pm; **Jodi 2nd**, All in favor - **5**