

P & R Meeting Minutes

October 11, 2018 at 3:15pm

Clinton Parks and Recreation Department

560 High Street

Called to order 3:17pm

Attendees: Ed V., Yoanna O., John B., Matt Kobus, Rosa K., Emily E., Russ, and (Jodi B. arrived later)

Agenda Items

Approval of previous meeting minutes – September 2018

Matt Kobus motioned, Ed Verrier 2nd, all approved

Administrative:

- No administrative updates for this meeting.

Recreation:

- Up-coming Programming
 - Scarecrow Contest- October 20th, 2018
 - 20 spots; six registrations and amazing prizes
 - Pumpkin Carving- October 23rd, 2018
 - Spots fill up quickly. Photo shoot of pumpkins will be done and put on Facebook (FB) for voting. It's a great marketing opportunity and typically leads to more people getting to add to our contacts through FB.
 - Coloring Contest- Due by October 23rd, 2018
 - Prizes are sponsored by Discover Clinton
 - Tree Lighting Event- November 24th, 2018
 - Different time this year at 5:45 to accommodate other events going on at the Strand this year.
 - Holiday Pops- December 8th, 2018
 - A few tables have been sold. Larger tables will be provided this year to accommodate 8-10 people. Individual tickets will be sold @ \$20 to include a seat and a drink.
 - Holiday Baking Challenge- December 12th, 2018
 - The theme will be cupcakes, so we'll need to plan the next meeting around the competition since the commissioners judge. Rosa will provide a scoring sheet to determine the winners. ***The next meeting is scheduled for 12/12.***
 - Gingerbread House Decorating Workshop- December 19th, 2018

- Local author, Anthony Gareffi, is scheduled to come in and read his book during this event. He's also going to donate a few books that day.

Parks:

- Ice Rink for 2019 Season
 - Did Fuller Field Approve? Matt said that they the committee met on 10/10 and everyone was on board with the rink with a few caveats:
 - Location of it: Is it possible to put it along side the bleachers? Emily said she didn't see a problem with that, but it should be kept 100 feet from the building for walking, bathrooms, and Port-A-Potty.
 - Matt mentioned that John Gorham enjoys plowing so he will help. Emily mentioned that P&R has a very lightweight plow with a rubber blade so it won't dig up the field. Matt provided Emily with John's phone number, so they could coordinate.
 - Water: Matt asked where the water comes from and Emily said that the Fire Station would fill the rink initially and then refills throughout the season would be done by P&R and tied to our building.
 - Access, Hours & Bathrooms: The hours of the rink are open all times except after dark unless there's an event scheduled.
 - The rink is unsupervised unless there's an event scheduled. If people are using the rink during the P&R normal business hours, they can use the bathroom inside the building. There is no port-a-potty budgeted for this facility currently and would have to be talked about. Generally, it is not needed as people only stay for about an hour as it is cold out.
 - **The gate will be unlocked (for how long? I don't have it in my notes)**, and Russ recommended that Matt consider changing the locks to a common key and providing to DPW and Police as they do with all their properties in case there's an emergency and they need to get into the location.
 - Events: Matt asked if there were events scheduled and Emily said that they had 1-2 Block Parties on Ice and a Bonfire in the past that have typically had to be rescheduled due to inclement weather. This year, they have one Bonfire scheduled for 1/25 and she plans to have a DJ, Pit, and Concession there.
 - Matt provided camera specs. Currently P&R uses Vera for locks and Rosa mentioned that she is getting information from them

- about the cameras they provide as well in order to see what it would cost to tie them into the existing system.
- Matt provided a rink liner alternative for Emily to review as well.
 - Yoanna wanted to publicly acknowledge the Fuller Field Commission and thank them for partnering so closely with P&R on the ice rink move.
- Tree Work Update
 - Two dead trees in the Central Park were removed. Company came and dead limbed two little trees at the Philbin Memorial Park.
 - A Semi-truck got caught on a big limb in Hamilton Square and it came down. Kris and crew cut it up and removed it. Tree will be monitored.
 - Ed and Yoanna asked if there have been any people interested in donating trees to the sites and Emily said that there hadn't been yet but she'd put something out in the paper to let people know that it's an option. Discussion came up about several trees that are coming to their end, but not yet ready to be removed. Emily is monitoring these trees closely with a tree professional.
 - Ash Street Field- contract and open discussion, improvements estimates
 - The contract that was made with the Town, the School and Parks and Recreation regarding Ash Street Field was found and based upon its contents it looks like all games/school activities needs to be reserved through Parks and Recreation. Based upon the contract, it also looks like money was due to the Parks and Recreation from the school, but there is no record of that happening. The language is confusing and Emily and Russ plan to explore further with the school and Town as improvements need to be made. All games/school activities need to be reserved through the Clinton Parks and Recreation Department going forward.
 - Toddler Playground-
 - We are waiting to hear back on our grant application to determine funding for the project.

Yoanna motioned to adjourn the meeting. Ed seconded the motion. All commissioners in favor.