East Haddam Recreation Commission
Special Meeting Minutes
April 3, 2023

Attending: B. Free; T. Goodie; C. Grillo; J. Kehlenbach; P. Laffan; M. Roberts; F. Tremblay
Absent: M. Davis; T. Pisciotti
Guests: L. Conroy

1. **Call to Order** - Mr. Grillo called the meeting to order at 7:04 p.m.

2. **Approval of Agenda**

MOTION MADE BY MR. GOODIE, SECONDED BY MS. FREE, TO APPROVE THE AGENDA AS WRITTEN. UNANIMOUS AYE.

3. **Approval of Minutes**

The Commissioners reviewed the minutes of the February 6, 2023 meeting.

MOTION MADE BY MR. GOODIE, SECONDED BY MS. ROBERTS, TO APPROVE THE MINUTES OF THE FEBRUARY 6, 2023 MEETING AS WRITTEN. MR. LAFFAN ABSTAINED FROM THE VOTE AND THE MOTION PASSED WITH A MAJORITY OF AYES.

4. **Committee Reports**

- **Music on the River (MOR)** - Ms. Roberts reported that the Committee has signed contracts with all of this season's bands and is currently working on getting the MOR website updated with a list of performers and pictures.

  Ms. Conroy noted that the line-up of bands this summer is a diverse group. She stated that the concerts will run from July 17th to August 21st and advised that the donation brochure is being drafted. Ms. Conroy discussed parking challenges due to the Swingbridge outages and advised that, consequently, the Committee is anticipating a lower attendance. There was a general discussion regarding providing information about bridge closures and parking alternatives via the events' publicity vehicles.

- **Disc Golf** – Mr. Laffan reported that things are running smoothly at the Disc Golf Course. Ms. Conroy advised that she had received an inquiry from the town of Colchester asking about the possibility of creating a combined disc golf camp program. She noted that she is doing research about the logistics of doing so and stated that they are only in the very early stages of their discussions about the request.

5. Director's Report

A. **Spring/Summer Programs** – Ms. Conroy reported the following:

- Registration for summer camp and field trips opened up on April 1st and has had a very strong response.
- She reviewed a list of field trips and camp staffing.
- Noises Sports Academy, a fundraiser for the High School, has been scheduled.
- There will be a Skyhawks programs for 2-7 year olds.

B. **Scholarship Fund Update**

Ms. Conroy reported on the status of the Scholarship Fund and stated that she is anticipating awarding approximately $10,000.00 this year for summer camp/field trip scholarships.

C. **Budget Update**

Ms. Conroy reviewed the department's FY2023-2024 budget request. She noted that there is a total of approximately $18k remaining in the Building Maintenance line and Special Revenue Fund and provided an overview of a number of maintenance projects she plans to do by the end of this fiscal year. She also noted that the department's FY24 budget included a request to increase the Assistant Director's weekly schedule by five hours.

Ms. Conroy stated that there has been a lot of scrutiny on FY24 capital requests and she has had discussions with the Finance Director regarding unspent funds in the Rec Commission's budget for resurfacing the basketball court at Nicols Field ($16k) and an approved FY23 capital project for a climbing structure at the playground there ($20k). She also noted that, per the Facilities Director's recommendation to the Board of Finance, $12k that had been set aside for repairs to the old tennis court has been repurposed to the department's capital request to install electricity at Nicols Field.

Ms. Conroy reported that she had submitted a capital request in FY23 and FY24 for $20k for a piece of playground equipment for the Town Beach which has not been approved. She noted, however, there may be a donation coming in for the purchase of the equipment.

D. **Grant Update**

Ms. Conroy reported that she has submitted a grant application for $5,000.00 to the Community Foundation of Middlesex Country for summer camp enrichment programs.

6. Unfinished Business

A. Playgrounds

Ms. Conroy provided an overview of two locations that the Playground Committee is considering for the future community playground. She responded to questions from the Board.

7. New Business

A. Town Beach Season Pass Form and Fee for Non-Residents

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The Board reviewed a list of non-resident beach pass fees charged by other CT municipalities and a draft copy of an application for an East Haddam pass. Ms. Conroy recommended charging $120.00 for a seasonal pass. There was a general discussion about how the passes could be displayed.

MOTION MADE BY MR. GRILLO, SECONDED BY MR. GOODIE, TO CHARGE A FEE OF $120.00 FOR AN SEASONAL NON-RESIDENT TOWN BEACH PARKING PASS. UNANIMOUS AYE.

B. Town Beach Pavilion Rental Fee/Form

The Board reviewed the draft form for rental of the Town Beach pavilion. Ms. Conroy advised that, in addition to the information the requestor must provide, the form will include the beach rules. She responded to questions from the Board and confirmed that the bathrooms are always locked unless a member of the staff is on duty.

C. Rec Commission New Member Recommendation

Ms. Conroy stated that she will be reaching out to an individual to invite them to serve on the Rec Commission. She also solicited input from the Board on potential new members.

8. Adjournment

THERE BEING NO ADDITIONAL BUSINESS TO DISCUSS, MR. GRILLO MADE A MOTION, SECONDED BY MR. LAFFAN TO ADJOURN THE MEETING. UNANIMOUS AYE.

The meeting adjourned at 7:44 p.m.

Respectfully submitted,
/s/ Sharon R. Wheeler
Recording Secretary