Sherman Park and Recreation Commission
Minutes of Regular Meeting
August 14, 2017

Present:
Fran Frattini-Chairman
William Butts
John Wrenn-Director
Denise DePalma
Stan Greenbaum

Absent:
Kris Fazzone
Karen Kellett

Guests: Don Lowe, Linda Whitney

Call to order:
Chairman Fran Frattini called the August 14, 2017 Regular Meeting of the Park and Recreation Commission meeting to order at 7:17pm.

Facilities Use:
1. There was an application from Scout Troop 48 for the use of the pavilion on September 3, 2017 for the morning session for an Eagle Scout ceremony. It was noted that during the afternoon session the pavilion would be used for a concert.

   Stan Greenbaum made a motion to accept the application from Troop 48 for use of the pavilion on September 3, 2017 for the morning session and for the fee to be waived, seconded by Denise DePalma and voted with all in favor.

2. Barbara Richardson had submitted an application for use of the pavilion for a Cub Scout event for Friday night August 18.

   Denise DePalma made a motion to accept the application from the Cub Scouts for use of the pavilion on August 18, 2017 and for the fee to be waived, seconded by Stan Greenbaum and voted with all in favor.

Minutes from July 10, 2017 Regular Meeting:
A motion to approve the minutes of the July 10, 2017 Sherman Park and Recreation Commission Regular Meeting was made by Denise DePalma, seconded by Stan Greenbaum and voted with all in favor.
Correspondence:
1. Denise DePalma had received correspondence from a resident who was very pleased with the fact that Park and Recreation offered free concerts at the park that families could enjoy and she advised that the Dave Wonzey jazz concert was great.

2. Mrs. DePalma had also received correspondence from several gardeners who were pleased that they were able to start planting in the Community Garden earlier this year and who requested clean-up of the gardens be after their last harvest. There was a discussion including how it was ideal to have gardens cleared out by the first snowfall. Mr. Wrenn suggested that the deadline for clean up be Thanksgiving and he will communicate with the gardeners and Public Works.

Report on 7/15/2017 Town Meeting Park and Rec. Items:
Fran Frattini described the following items that were passed at the recent Town Meeting:
1. The fence around the basketball court. There was a discussion, including styles of fencing, and backboards, use of existing poles versus buying new poles and backboard installation techniques. It was noted the BOS had put in the request for the new fence citing it as a safety issue. It was further noted that the BOS should have come to Park and Recreation Commission to discuss any items related to Park and Recreation facilities and not override the Commission’s authority, especially since the job the department has done has been challenged recently. It was also noted that Park and Recreation tries to maintain the facilities they are responsible for, be fiscally responsible and, with few exceptions, has done just that. New backboards have been purchased but are not yet hung. Options for getting the job done were discussed and John Wrenn will get in touch with Gateway, the company that has the job of installing backboards.

There was a discussion about the lack of a Facilities Manager and a Park and Recreation maintenance person, two positions that Park and Recreation sees as vital. Also discussed was the fact that Park and Recreation had purchased new grills for the town park, DPW was supposed to have installed them but the grills were lost. New grills have been purchased by Park and Recreation which still sit in the washing station at the Town Garage.

2. The floating section of the docks was approved at a cost of $43,000. This project will increase the size of the individual slips to accommodate the trend of boat owners with extra wide vessels. In the process there will be one less boat slip overall. The project includes removal of the old docks and any necessary repairs to the anchor to the wall. Once this floating section is installed all the fingers will have been replaced. The wall and the boardwalk are the next items to be considered for the completion of the refurbishment of the boat dock area.

Maintenance and Repairs:
1. John Wrenn described a fine job done by a Park and Recreation employee of weeding the path from Veterans parcing lot up to the school.

2. The spindles on the gazebo need repair or replacement. The company that made the gazebo does not carry replacements for the spindles and options were discussed.

3. Guest Linda Whitney stated that inappropriate words had been scratched into the outside of the slide at Veterans Field playground. Mr. Wrenn will arrange to have the words removed. The Commission thanked Ms. Whitney for bringing this to the Commission's attention.
Facilities:
The new tennis courts have been completed. Many people seem to be enjoying them. The locks on the courts, intended to keep dogs off the courts, were discussed. It was noted that the Commission had requested copies of all the documents related to the tennis court project, including but not limited to bid specs, final submission of a bid by the chosen company, details of engineer's involvement and subsequent billing and overall supervision of the project. The Commission questioned the $23,000 fee paid to the engineer when it was their understanding that the engineering services needed would cost closer to $8,000. The process of replacing the tennis courts was described in detail by Stan Greenbaum, including the need for re-coating of the courts in about 7 years and the need to budget for that expense.

It was noted that $8,750 was in the budget for a temporary gravel road that was to have been built by the tennis courts company. The road was deemed not necessary due to the condition of the soil so it was never built. It was noted that the $8,750 should be refunded to the town from the company that did the work or the final bill reduced by that amount.

The Commission questioned the validity of the engineering bill of $23,205 and wants to see a copy of all documents related to the bidding process, an itemized record of all work done, associated charges and supporting documentation and evidence of work done. The Commission needs to see the pre-bid, during project and post-project reports. It was decided that this discussion will continue at the next Park and Recreation Commission meeting hopefully with complete documentation available to review. Fran Frattini will contact Ruth Byrnes to request copies of documents.

Don Lowe stated that he was now clear on the Commission’s concerns related to the tennis court project and the disconnect between the BOS and the Park and Recreation Commission.

Facilities Reports:
1. Dock fingers are attached and look great.
2. Options for the eventual replacement of the wall were discussed, including environmental concerns, using materials that won't need to be replaced like stone versus railroad ties, draw-down issues and coffer dam needs. It was estimated that there would be about 440+ feet of wall to replace in about 5 or 6 years. It was suggested that an estimate be obtained for the replacement wall, that amount be divided by 5 and put that portion in each of the next 5 years' budgets so by replacement time enough money would be available to complete the project. The cost of the boardwalk should be included in this process.

3. Vessels and PWC’s (personal water craft) at boat docks were discussed. It was noted that there had been a request for one boat slip rental to store 2 PWC’s. Options were discussed including the possibility of opening up slip rental for PWC’s after April 1 if openings still existed, as well as noise and safety issues and number of PWC’s that might be allowed in one slip. It was the consensus of the Commission that at the present time PWC’s were not allowed in the boat slips but that the issue will be taken up at a future meeting if it is needed.

Stan Greenbaum made a motion to require anyone wanting to be on the waiting list for a boat slip needs to have completed and submitted a boat slip registration form to the Park and Recreation Department to be kept on file. The motion was seconded by Denise DePalma and voted with all in favor.
4. There was a discussion about Pickle ball at the new tennis courts. In addition, wind screens; practice boards, signage and options for regulating access for tennis courts were discussed.

5. Various types and uses for park passes were discussed.

**New Programs/Concerts/Fall Programs:**
John Wrenn shared the following information:

1. The Cripple Creek concert for Sunday August 20 had been canceled.

2. After Hours Band had played for free and Mr. Wrenn would like to pay them with money from canceled concert.

3. Lamos band with Al Burgasser will play on Tuesday, August 29 from 6:00 to 8:00.

4. Don Lowe and the High Plains Drifters will play September 3 from 3:00 – 6:00.

5. Good Time Charlie's will perform September 9 from 3:00 – 6:00.

6. The Babi Floyd concert planned for September 16 will need to be rescheduled with a date to be determined.

7. A tennis “ladder” tournament is being planned.

8. Safety issues related to tennis court exits were discussed, as well as a few bumps and bubbles on the new tennis court surface that need attention. Also discussed were the “00”, “20” and “40” timing for court usage posted the tennis courts. This system allows for 20 minutes to be the longest wait time before a court would be available for play.

9. Fall programs include a puppy training class on Saturdays from September through October, most likely to be held at the town park lot with the pavilion as a rain location. Also discussed was a possible boating class taught by a CLA Marine Patrol Officer. It was noted that Dave Wonzey would like to play annually at the park.

**Income and Expenses:**
John Wrenn reported that the checking account report would not be available until next month due to computer trouble. He noted that there was enough funds to run ASP for another school year and that the auditor's visit had gone well as far as he knows. He also stated that the bill for the summer camp buses was due in soon and would be reflected in next month's report.

Soccer Camp has 16 participants as of opening day and the number may grow.
Old Business:
1. The proposed split rail fence at Munch Meadows was discussed. It was noted that the BOS had said "no" to the fence and that may have been due to the pending road construction which has since been completed. The Park and Recreation Commission had asked the Conservation Commission to tell DPW where they would like the fence located. The status of that request was unclear.

2. Installing the 2 new large grills at the town park was discussed. It was decided that John Wrenn would connect with Stan Greenbaum's son who will handle the installation.

3. Picnic table by tennis courts will need to be moved back to the town park after the tennis camp is over.

New Business:
There was no new business.

Director's Report:
John Wrenn shared the following information:
1. Clay Cope and Bob Ostroski had wanted new team benches at Volunteer and Colonial soccer fields. Mr. Wrenn had gotten an estimate for $3,000 for 4 green aluminum moveable benches with backs per the specifications of the Selectmen. Mr. Wrenn has a long-standing relationship with the supplier and was given an $800 discount bringing the estimate to $2,200. There was a discussion and the issue was tabled until a formal request had been received by the Commission from the BOS.

2. Two new sets of bases have been purchased and will be used at the ball fields.

3. Clay for the ball field is coming soon.

4. Door to porta-potty at Veterans Filed broken and will not close.

5. Playgrounds at Veterans and Town Park were inspected. Clay Cope wants entire playground at Veterans Field replaced. Inspector will send final report but preliminary verbal report about town park playground said that swings at town park need to be shortened from 10 feet high to 8 feet and wood chips have to be twice the height in front and back of swings; they are currently out of code; spinner is in really good shape as is the climber.

6. Summer program participation statistics;
   Senior Camp – 33   Junior Camp – 24   Swim lessons – 60   Karate (ongoing) – 6

7. By request, Danielle Christie submitted two written proposals which were distributed to Commission:
   1. Ideas for special events for ASP. There were 9 ideas, ranging from dodge ball to trivia day.
   2. Proposal for an extension of hours for Junior Camp for summer of 2018 that would allow for several time slot options. It is designed so that the longest day possible at Junior Camp would be from 8:30 to 4:00. Associated rates for each time slot were listed as well. A significant proposed change is that the Senior Camp would be for 8 – 13 year-olds but the Junior Camp would remain for ages 4 – 7. The consensus of the Commission was that they agreed with the
concept of proposed changes to Junior and Senior camp but will study the proposals and discuss again at budget time.

William Butts made a motion to adjourn the August 14, 2017 Park and Recreation Regular meeting. The motion was seconded by Stan Greenbaum and passed unanimously. The meeting was adjourned at 10:07pm.

Respectfully submitted,

Karen Kellett
Park and Recreation Secretary

Mary Jo Dix
Recording Secretary

The next Park and Recreation Meeting will be September 11, 2017.

These minutes are not considered official until they have been approved at the next regularly scheduled meeting of the Park and Recreation Commission