



Easton Park & Recreation
June 4, 2018
Regular Commission Meeting Minutes

INSTR # M2018000370
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CHRISTINE HALLORAN
TOWN CLERK
EASTON, CT

Present: Phil Tamallanca, Dave Gombos, Tom Cable, Ray Longo, Rocky Sullivan, Danielle Alves, Lisa Farasciano, Cindy LaBlanc

Absentee(s): AJ Martinich, Kristen Ceva

Left Early:

Guest(s): none

Meeting called to order @ 6:37pm

1. Minutes - The April 2, 2018 minutes were distributed and reviewed.

- AJ Martinich- Accept
- Ray Longo - Second
- All in favor

2. Financial Reports

Operating Budget/Field Usage Account – June 2018 reports distributed and discussed briefly.

Activity/Capital Account – Discussion on account activity.

Programs Accounts -- Discussed by Lisa Farasciano.

- **MOTION:** Rocky Sullivan - made a motion to accept the Operating Budget, Activity/Capital Accounts & Field Use Account for June 2018.
- Dave Gombos - Second
- All in favor

3. Dog Park Field Maintenance – Phil Tamallanca and group discussed the the park. Electric, new gravel, water and maintenance was discussed.

4. Department Review

- a) Recreation & Extended Day** – Lisa Farasciano discussed current registrations for Extended Day and also discussed spring and summer projections. The new Ext Day manuals and flyers discussed.
- b) Maintenance** – Danielle Alves discussed maintenance & summer staff.
 - **Field Info** – Phil Tamallanca discussed communication with the teams and other general related field concerns / interests.
 - **Playgrounds** -- Phil Tamallanca and Danielle Alves discussed the how playgrounds are managed and accounted for (maintenance, safety, costs, inspections, and who is responsible for what).
 - **Save the Clubs** -- Danielle Alves suggested the Park & Recreation department donate \$1,000 (or some other amount) towards the foundation that is seeking to raise \$10,000 for after-school programs. The concerns with giving a donation were discussed, as well as the amount of the donation.
 - **Pond @ Pond Field:** Discussion held.
- c) Field Use Fees (Hourly Rental Fee for Easton Organizations)** –
Danielle Alves discussed charging an hourly rate for in-town user groups, \$10-\$15 an hour.

- **MOTION:** Phil Tamallanca - made a motion for a Field Use Rental fee for in-town user groups which would be \$15 per hour up to 20 hrs a week, with ability to add a heavy-wear fee, if it applies. (20+ hrs, \$1250 seasonal rate would apply.)
- Ray Longo - Second
- All in favor

5. Commissions Comments – None

6. Public Comment – None

7. Accidents/Incidents – Discussion held.

8. Unfinished Business –

- **Commission Mtg Year Schedule:** Group asked that the full year mtg dates be re-emailed to Commission group.
- **Field Use Account report:** Phil Tamallanca suggested:
 - That Danielle Alves add a column to list where these groups are coming from.
 - Add a column to specify if expenses are “recurring” or “one-time” charges.
 - The spreadsheet (formats) by reviewed with Christine Calvert to determine if presented effectively from an “Accountant point-of-view”.
- **Playgrounds:** Phil Tamallanca asked that we put on an upcoming meeting agenda (before the Fall) on how we want to handle playgrounds (inspections, maintenance, repairs and the big things like capital improvements), and how we can work with other departments.
- **Save the Clubs foundation:** Add to next Commission meeting agenda to decide on whether to donate and how much.
- **2018/2019 Budget Capital Request/5 Yr Plan:** Phil Tamallanca and Danielle Alves discussed. (Foundation, Septic & New Bathroom). Discussion about suggestions for builders for a new bathroom.
- **Equipment Repair** (Backhoe hydraulics & tires): Discussion held. Discuss again next meeting.
- **July / August Upcoming Commission meeting --** Cindy LaBlanc to send out an email with proposed dates for combining the July and August Commission meeting. Group members to respond quickly on what works for them.

9. Adjourn - Phil Tamallanca made a motion to adjourn at 8:20pm, Tom Cable seconded, all in favor.

Submitted by– Cindy LaBlanc -- 6/5/18

