



**TOWN OF EASTON**  
**Park and Recreation Special Commission Meeting Minutes**  
**Easton Park & Recreation Office**  
**April 23, 2024 – 6:30 PM**

Meeting called to Order at 6:30pm by Chairman Rocky Sullivan

Minutes recorded by Kacey Gormley

Present: Rocky Sullivan, Carolyn Oppenheim, Kacey Gormley, Dave Gombos, Kerry Caylor, Chris Barcello, Danielle Alves, Lisa Farasciano

Absentee(s): Nick Jhilal

Guests: none

**1. Review and approval of Minutes**

**a. Park & Recreation Regular Commission Meeting of March 19, 2024**

- i. following time to review Carolyn Oppenheim made a motion to accept the meeting minutes, Kerry Caylor seconded. All approved.

**2. Review Operating Budget from March 2024**

**a. Financial Report, discussion and approval**

- i. Director, Danielle Alves, detailed monthly expenses in March Finance Report including new employee in Maintainer 1 and 2 seasonal Maintenance Crew
- ii. members asked for clarification on rentals as nearing budget, Director explained rental price increases for dumpsters, port-o-johns and container; increase is reflected in next year's budget; however, enough funds are available to finish this year's budget
- iii. report was not approved as the monthly expenses for 2 seasonal Maintenance Crew were not reflected in report; Chairman asked for report to be updated for next meeting

**3. Review Field Use Account from March 2024**

**a. Field Use Report, discussion and approval**

- i. Director detailed Spring/Summer deposits collected and expenses paid out
- ii. Kacey Gormley made a motion to approve the Field Use Report, Dave Gombos seconded. All approved.

**b. Maintenance and Field Info**

- i. members noticed Travel Baseball organizations and asked which fields were being used; Director noted 50-70 and some use of lower Vets
- ii. members asked about timeline for Board of Finance Capital Approvals scheduled for Spring; Director reported that mower is to arrive tomorrow and the trailer has encountered some delays with paperwork due to new company

#### **4. Review Activity Account from March 2024**

##### **a. Activity Account Report, discussion and approval**

- i. Recreational Programmer, Lisa Farasciano, detailed the Activity Account financial report with explanation of monthly income and expenses. Further detail provided with Extended Day budget and monthly reconciliation
- ii. Chris Barcello made a motion to approve the Activity Account Report, Kerry Caylor seconded. All approved.

##### **b. Recreation and Extended Day Review**

- i. Recreational Programmer shared new staff and high attendance in Extended Day during the Parent-Teacher Conferences half days
- ii. Recreational Programmer mentioned that food delivery has become a challenge with the number of average attendance increasing; members brainstormed options including: Costco delivery, ordering from school's food provider, or ordering directly from the school; Recreational Programmer to follow-up on pricing options
- iii. members noticed day camp expenses and asked about Summer Programming; Recreational Programmer reported that camp slots had been filling since March and that day camp has 9 counselors returning; Recreational Programmer would like at least 3 more
- iv. members noted some challenges last year with day camper needs vs staff safety; Recreational Programmer and Director have developed a plan and have discussed with caregivers to assess on a weekly basis and to make reasonable accommodations for child's needs, town lawyer was consulted.

##### **c. Accident/Incident Reports, discussion and approval**

- i. None for March 2024

#### **5. Sub-Committee Updates**

- a. members shared that a presentation is scheduled at the May 2nd Board of Selectmen meeting to outline the Project Charter, as well as, objectives that are of interest to the larger community
  - b. members continue to identify Park & Recreation assets and stakeholders for the next meeting on May 1st
  - c. Protocol-Process-Perspective continue to be the aim of the sub-committee
- 6. Unfinished Business**
- a. **Tennis/Pickleball Court Renovation update**
    - i. McCarthy Concrete continues to move forward with the project; they are finalizing choices with the engineers (i.e. lighting)
    - ii. hopeful to begin in 2 weeks; courts will be unavailable for likely 60 days but at most 90 days
    - iii. the playground will remain open most of the time with barriers in place; however, increased parent supervision is highly recommended
  - b. **Aspetuck Park**
    - i. members requested clarification on priority and need of structural replacement after last meeting; Director noted that just the playground needs to be replaced. Director noted that the clubhouse has decay from flooding but it is not structural
    - ii. members requested further clarification on timeline to replace playground; Director noted that funds would be available for this spring/summer
    - iii. members discussed location change of playground and the original idea of charrette as way to include town input; members resolved that town members could attend meeting and give public comment on topic but ultimately the commission decides
- 7. New Business**
- a. new business was noted but need to discuss with other department heads for clarity was requested; Chairman tabled topic until next meeting
- 8. Commissioner's Comments - None**
- 9. Public Comments - None**
- 10. Adjournment**
- a. Motion to adjourn the meeting made by Chris Barcello, Dave Gombos seconded. Meeting adjourned 7:20pm