



**Easton Park & Recreation**  
**January 9, 2017**  
**Commission Meeting Minutes**

INSTR # M2017000023  
DATE FILED 01/10/2017 11:48:09 AM  
CHRISTINE HALLORAN  
TOWN CLERK  
EASTON CT

Attendees: Phil Tamallanca, Kirsten Ceva, Ray Longo, Tom Cable, Dave Gombos, Gary Simone, Danielle Alves, Lisa Farasciano, Chris Lemos, Mike Clark

Absentee(s): AJ Martinich, Robert Klem

Guest(s): Ed Nagy

Meeting called to order @ 6:34pm

**Minutes**

The December 2016 minutes were distributed and reviewed.

Kirsten Ceva - Accept

Tom Cable - Second

All in favor of accepting the minutes

**Maintenance Review** – Winter work packet is distributed, written be Chris Lemos and Mike Clark (see attached). Chris Lemos and Mike Clark discuss. Chris Lemos discussed snow removal, maintenance of equipment, all done in-house. Discussion is held. Phil Tamallanca asks about the pickup trucks and mowers. Per Chris Lemos, they are very good, but they do need a dump truck used for clay and top dressing to all different fields. Per Ed Nagy, Park & Rec can use DPW's dump truck for a week with prior notice. Chris Lemos also discusses that they need a trailer. Chris Lemos discusses the Ground Master, big 11' mower, it is a 2004. They cannot use it for cutting fields. Per Gary Simone it is on our 5 year capital plan to purchase a new one. Phil Tamallanca asks Chris Lemos and Mike Clark what they need for the spring. Both stated that they need another person, for 9-10 months out of the year. Discussion is held regarding another employee, and overtime budget. Phil Tamallanca discusses outsourcing some things for the spring. Phil Tamallanca asks Chris Lemos and Mike Clark to attend another commission meeting in the spring, to discuss the rest of the winter.

**Financial Reports**

**Operating Budget** – Report distributed and Gary Simone discusses briefly. He discusses the purchase of the new mower will be in the spring.

**Activity/Capital Account** – Danielle Alves discusses the account. She is waiting for a reconciliation.

**Field Usage Account** – Brief discussion held by Gary Simone.

Ray Longo - made a motion to accept the Operating Budget, Activity/Capital Accounts and Field Use Account for January 2017.

Dave Gombos - Second

All in favor

**Recreation & Extended Day** - Programs – Danielle Alves discusses. Winter programs start next week. She is also working on spring and summer programs. She will be meeting with a couple new vendors with new programs. We also get to use the Ext Day classroom over the summer for some programs, thanks to Gary Simone and Kim Fox-Santora. Danielle Alves also discusses Ext Day.

### **Unfinished Business**

**Morehouse Bathroom** – Gary Simone discusses a meeting he had with the user groups and the First Selectman. They discuss what type and size bathroom they want also the price. They want more than just a bathroom, they want a larger project. They want everything all in one location, all fields, bathroom, concession stand, etc. Adam Dunsby agrees that it is not a finished project. At that meeting, Robert Klem has given pricing of what user groups can fund in a three year period. Funding will need to come from a bond or by residents/user groups. Unfortunately, Park & Rec cannot assist in funding this project. Ed Nagy discusses the process of building the Animal Shelter.

**Breakdown of Field Use Account** – Lisa Farasciano distributed a spreadsheet with a breakdown of all items for all fields, maintenance, material, etc. The spreadsheet will start being updated in January 2017.

**Field Use Fee Policy – Schedule B** – Per Phil Tamallanca, table till January meeting.

### **New Business**

**2017/2018 Budget** – Gary Simone discusses the health insurance issue for the new budget. He needs to present our budget to the Board of Selectman in March 2017. Gary Simone and Danielle Alves discuss the use for a used van, for more than Adventure Camp.

**Tennis Courts** – Phil Tamallanca asks Ed Nagy if we remove the lower tennis courts and remove the fencing can we use that as parking spaces. Ed Nagy states that paving can be done, and possibly can get a wetlands permit to extend the lot another 20 feet. Discussion is held. Gary Simone will work with Ed Nagy on the project.

**Recycling at the fields** – Ed Nagy distribute the Solid Waste Management State Regulations (see attached) and discusses. It is the law to recycle. Phil Tamallanca discusses outsourcing the recycling and getting the cans emptied every week.

**Commissioners Comments** – Phil Tamallanca asks all commissioners to respond in a timely manner for the meetings.

### **Public** –

### **Accidents** –

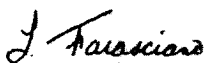
Ray Longo - made a motion to adjourn.

Dave Gombos - seconded.

All in favor

Meeting was adjourned at 7:50PM.

Submitted by– Lisa Farasciano



## **Winter work** - Many jobs and projects are weather permitting

### **P&R Garage**

Snow removal, walkways, parking lots, and storage areas  
General service and maintenance on all vehicles and equipment (tune ups, oil changes, lube, brakes, blades sharpened on mowers, etc)  
Clean and organize shop  
Clean and organize storage yard  
Install more shelving

### **Vets Field**

Repair bullpen mound  
Add clay to ballfield and bullpen as needed and regrade

### **Town Hall/Library**

Remove leaves trapped by wind along stone wall  
Blow out/straight planting beds around town hall and library  
Remove leaves behind police station  
Trim low hanging branches to clear mowers  
Assist Terry with snow removal as needed

### **ECD Complex**

Snow removal – All walkways stairs, and exits except ECD School and Speech Academy entrance  
Remove leaves around athletic field parameter  
Cut back branches to clear mowers or overhanging fence around complex  
Clean/straighten areas behind baseball backstops  
Remove leaves trapped by wind around BoE  
Trim bushes by Speech Academy  
Remove leaves trapped by wind behind Senior Center  
Trim bushes behind BoE  
Inspect and repair playground equipment as needed

### **Keller School**

Clear snow, lower teacher's parking lot, if needed after other snow removal is finished  
Finish removing leaves around pond  
Repair split rail fence – pond field  
Remove leaves trapped by wind in corners of school building  
Trim trees and bushes behind softball field  
Trim tree branches and bushes along entrance roads to clear mowers  
Remove leaves/straighten planting beds  
Replace turf blankets as needed – they pull out stakes and blow off above freezing  
Trim trees and low branches on slopes above Pond field  
Trim trees and bushes around HKMS lower parking lot, walkways, and stairs

### **Field Of Dreams**

Clean debris and leaves trapped in backstop

Replace mound/home plate covers as needed (people often remove to practice on field)  
Empty trash weekly  
Replace turf blanket as needed  
Add clay as needed and regrade

### **Staples School**

Empty outside trash barrels weekly  
Remove debris/trash/leaves trapped along fences and in corners  
Repair raised planting beds  
Trim low hanging branches around entire complex

### **Public Works**

Cut dead and low hanging branches, upper area along Sport Hill Rd  
Remove excess leaves

### **Animal Shelter**

Clean debris out of gutters  
Install gutter guards

### **War Memorial**

Remove excess leaves  
Trim trees/low-hanging branches  
Clean debris that is often dumped there – branches, trash, etc

### **Morehouse and Staples fields**

Repair split rail fences  
Trim trees, low hanging branches  
Clean up ashes from bonfire  
Scour bonfire area with magnets to pick up nails left behind from burned pallets  
Have damaged soccer goal heliarc welded  
Clean up trash and leaves trapped along fences by wind

### **Aspetuck Park**

Trim tree branches hanging over ballfield fence  
Trim branches/bushes along back by playground  
Grade beach area – recover sand from pond  
Trim bushes around pond and bridge area  
Trim trees, clear fallen branches, rear part of park – across bridge  
Cut back decorative grasses near 3<sup>rd</sup> base dugout  
Trim bushes, neaten planting beds, blow out leaves caught in beds  
Repair bullpen mounds  
Add clay to ballfield and bullpen as needed  
Empty trash weekly, cart away debris often dumped there  
Clean out log cabin  
Inspect and repair playground equipment  
Add safety surface to playground  
Trim branches and bushes along and overhanging cemetery stone walls  
Trim low branches for mower clearance – both cemeteries

Remove leaves along stone walls trapped by wind – park and both cemeteries

**General**

Repair/refurbish/repaint picnic tables from all P&R facilities

Repair/setup/remove equipment as needed for P&R activities (basketball and baseball winter training camps for example)

Repair playground equipment/playscapes as needed

Refurbish all ballfields – Cut edges. Add clay or turface as needed. Regrade/level.

Install and maintain turf blankets on fields. Replace as needed (often blow off in heavy winds)

Install and maintain mound and home plate covers on ballfields (often removed by people to use field)

Clean up/repair winter storm damage at parks and other facilities (downed branches, flood damage, etc)

Empty trash cans and pick up stray trash at all parks, playgrounds and schools as needed

Dump runs or equipment moving help as needed for schools or other town facilities

Repair soccer goals as needed.

Repair baseball L-screens / soft toss nets

Painting, minor plumbing and electrical repairs as needed

Unload weekly truckload of food deliveries for before/after school programs, and deliver to SSES

Sec. 22a-241k. Recycling receptacles for designated recyclable items at common gathering venues. (a) For the purposes of this section:

(1) "Generated" means sold or given away at a common gathering venue; and

(2) "Common gathering venue" means any area or building, or portion thereof, that is open to the public, including, but not limited to, any (A) building that provides facilities or shelter for public assembly, (B) inn, hotel, motel, sports arena, supermarket, transportation terminal, retail store, restaurant or other commercial establishment that provides services or retails merchandise, or (C) museum, hospital, auditorium, movie theater or university building.

(b) Each common gathering venue where designated recyclable items may be generated while the public congregates at such venue and that provides for the collection of solid waste shall provide recycling receptacles for the collection of any designated recyclable items generated at such venue, provided nothing in this section shall be construed to require an owner or operator of such venue, or the municipality where such venue is located, to provide such recycling receptacles whenever such receptacles are provided by another person pursuant to contract. Such recycling receptacles shall be as accessible to the public and at the same locations as trash receptacles. Any existing trash receptacle may be converted to a recycling receptacle by labeling or other means appropriate to identify that such receptacle is dedicated to the collection of designated recyclable items.

(P.A. 10-87, S. 6.)

History: P.A. 10-87 effective October 1, 2011.