

WINDSOR LOCKS PARK COMMISSION

Minutes of Regular Meeting

Monday, November 11, 2014, 7:00 p.m. Town Hall, Park Office

Commissioners present: Todd Annis, Paul Ciarcia, Chairman Darren Netto, Bob Norris, Dan Squires and Director David Wrabel

Also Present: James Contacos, Lisa Contacos, Kayla Daley, Carl Philbrick, Lacinda VanGeison

1. **Meeting Called to Order** – The meeting was called to order at 7:02 p.m.
MOTION: To move agenda item 4a, Eagle Scout Project, and 5a, Community Garden Project, before agenda item 2, Minutes.
Bob Norris **Seconded by Todd Annis**
Motion passed unanimously

5. **New Business**
 - a. **Community Garden Project – Kayla Daley** – Kayla Daley presented her proposal for Urban Gardening in the Town of Windsor Locks with the purpose to provide fresh produce to the Windsor Locks Food Pantry through an FFA (Agri-Science Program at Suffield High School) Improvement SAE (Supervised Agricultural Experience). Discussion about location at Pesci Park, recognizing Little League intention to install a batting cage in area too. Miss Daley is looking for town residents to provide leaf debris (excluding leaves from oak trees) for preparation of soil this season. Miss Daley was also advised to contact Scott Lappen, Public Works, to inquire about irrigation. Commissioner Dan Squires will assess requested location and advise commissioners at next meeting. Commissioner Todd Annis indicated this is the best proposal he has seen while serving as a commissioner. Commissioner Paul Ciarcia noted this is a great idea and good use of land.

MOTION: To give permission for urban garden with stipulation that there is room for Little League batting cage behind right field fence which was previously approved by commission.
Bob Norris **Seconded by Todd Annis**
Motion passed unanimously

4. **Old Business**
 - a. **Eagle Scout Project – James Contacos** – Mr. Contacos provided a document for the commissioners entitled Navigating the Eagle Scout Service Project, Information for Project Beneficiaries. His plan is to plant an apple orchard in Noden Reed Park. Discussion included location of orchard, approval process, type of trees, maintenance, collaboration with Mike Russo and need for soil samples. Mr. Contacos was also advised to contact Scott Lappen in Public Works in addition to working with the commissioners. Commissioner Paul Ciarcia noted this is a great idea and good use of land. Commissioners are approving Eagle Scout project based on Mr. Contacos delving in deeper with soil tests to determine location of orchard, notification of type of trees to be planted and number of trees to be planted.

2. **Minutes** – The minutes of the regular meeting on September 8, 2014 were read.
MOTION: To accept the minutes as read.
Bob Norris **Seconded by Todd Annis**
Motion passed unanimously

3. **Public Input** – None.

4. **Old Business**
 - b. **Park Conversion** – This topic is tabled and commissioners are not focusing on it now.
 - c. **Southwest Family Park Playscape** – Discussion about plans for installation of playscape.

MOTION: Dave Wrabel will get another quote for installation of Southwest Family Park playscape and hire an outside contractor to install the playscape.

Todd Annis

Seconded by Paul Ciarcia

Motion passed unanimously

- d. **Capital Improvements 2015-16** – Discussion about updated Park Commission 5 Year Plan 2015-2020. Dave Wrabel suggested a Pesci Pool retaining wall to have two walls that would provide a terrace for planting area to provide aesthetic value. Clarification on plan that “Lighting for Parks” includes pathway too. Jimmy Pierce will be consulted for a quote for the Pesci Pool Pump House.
5. **New Business**
 - b. **Windsor Locks Soccer Club Concessions** – The representatives of the soccer club requested use of concession stand at Veterans Park. Park Commissioners approved this request.
6. **Correspondence** – Letter (received from Bill Hamel) indicating resignation letter from Rich Labbe. The Democratic Town Committee will nominate a replacement for Park Commission.
7. **Report From Recreation Director** – The fall soccer season ended. Travel basketball and Park and Recreation basketball started last weekend. There is communication from DEEP (Department of Environmental and Energy Protection) that the proposal needs to be resubmitted for the installation of a picnic area at the start of the Windsor Locks canal path; proposal includes picnic tables, benches and bike racks. The development of the town budget is in process.
8. **Report from Chairman** – None.
9. **Report From Commissioners** – Veterans Park baseball field is closed for maintenance. Scoreboard is working. Ahern Park equipment needs painting on slide poles and smaller equipment (reported by Bob Norris). Famiglietti Park (Southwest Family Park) swings are missing and Park and Recreation has swings to be installed in the spring. The frame of the swings also needs to be painted. Woodland Park has swings that are in good shape; perhaps switch these swings with the swings at Famiglietti Park (reported by Paul Ciarcia). Pesci Park is OK. Dan Squires will look at field tomorrow and consider layout of community garden, as presented by Miss Daley. Juniper Park needs a basketball net and back stop (reported by Dan Squires). Spring Park needs fresh paint on equipment and clean out catch basin on South side (reported by Todd Annis). Commissioners will compile a master list of items that need maintenance and request part-time summer help to complete those projects in the spring.

10. Meeting Adjourned

MOTION: To adjourn meeting at 8:31 p.m.

Bob Norris

Seconded by Todd Annis

Motion passed unanimously.

Next meeting: Monday, December 8, 2014 at 7:00 p.m.

Respectfully submitted,

**Jennifer Dearborn
Recording Secretary**