

**WINDSOR LOCKS PARK COMMISSION**

Minutes of Regular Meeting

Monday, December 14, 2015, 7:00 p.m. Town Hall, Park Office

**Commissioners present:** Paul Ciarcia, Andrew Hebebrand, Scott Nolan, Chairman Bob Norris, and Director David Wrabel

**Also Present:** Glenn Flanders

- 1) **Meeting Called to Order** – The meeting was called to order at 7:00 p.m.
- 2) **Minutes** – The minutes of the regular meeting on November 9, 2015 were read.  
**MOTION: To accept the minutes as read.**  
**Paul Ciarcia** **Seconded by Scott Nolan**  
**Motion passed unanimously.**
- 3) **Public Input** – None.
- 4) **Old Business**
  - a) **Capital Improvements Update** – The new pumphouse for the pool at Pesci Park is on schedule to be ready for next season.
  - b) **Park Conversion** – Three Commissioners conducted survey of residents on Woodland Street (49 houses) to get opinions about current and future use of Woodland Park. Commissioners discussed results of survey. Next steps will be to talk to staff at Public Works to address safety issues such as cleaning up debris and improve fence at park.
  - c) **Capital Improvements 2016-2021** – Discussion about “Park Commission 5 Year Plan 2016-2021” and quote and detailed project worksheets have been provided to CIAC. The quote for Refurbishment of Southwest Basketball Court is being reviewed and expected to be lower. Possible projects for 2020-21 are dog park, water feature (perhaps splash pad) and bandshell.  
**MOTION: To submit 5 Year Plan to CIAC for years 2016-2021, as stated.**  
**Paul Ciarcia** **Seconded by Andrew Hebebrand**  
**Motion passed unanimously.**
- 5) **New Business**
  - a) **Capital Improvements Committee Representative** - Discussion about representing Park Commission at CIAC.  
**MOTION: To send Paul Ciarcia as Park Commission representative at CIAC.**  
**Scott Nolan** **Seconded by Andrew Hebebrand**  
**Motion passed unanimously.**
  - b) **2016/17 Park Budget** – The Board of Finance is requesting \$0 increase. Planning to prepare budget at next month’s meeting. Note that there will be contractual budget increases due to state mandate to increase minimum wage.
- 6) **Correspondence** – Information about training sessions for department head and chairman of committee on January 28, 2016 at 2:30 p.m. and 6:30 p.m. Dave Wrabel and Bob Norris will plan to attend.
- 7) **Report From Recreation Director** – Thirteen houses are participating in Holiday Decorating Contest during weekend of December 18<sup>th</sup>. Basketball season finally up and running with schedules set; participation increasing which creates need for more gyms for practice (perhaps, in future, purchase adjustable basketball hoop for North Street School).

- 8) **Report From Chairman** – Veteran’s Park baseball field needs to be resodded in various locations. Pavilion is all set for ice skating. Contact public works staff about rotten tree near swing set. New equipment at Codey Way Park looks good. Ahern Park has equipment that needs to be painted with rustoleum.
- 9) **Report from Commissioners** – (a) **Southwest Family Park** – fields resting until springtime; **Woodland Park** – back left corner of park needs fence installed in addition to replacing or repairing fence on right; reported by Paul Ciarcia. (b) **Noden Reed Park** – Great decorations, reported by Scott Nolan; Andrew Hebebrand added that future plans for park may include a community garden or animals on the farm. (c) **Denslow and Green Manor Parks** – Parks are OK, reported by Andrew Hebebrand. Dave Wrabel reported that Chris Kervick wants to meet with Park Commissioners about projects that reconnect with the river.
- 10) **Meeting Adjourned**  
**MOTION: To adjourn meeting at 8:32 p.m.**  
**Andrew Hebebrand** **Seconded by Scott Nolan**  
**Motion passed unanimously.**

**Next meeting: Monday, January 11, 2016 at 7:00 p.m.**

**Respectfully submitted,**

**Jennifer Dearborn**  
**Recording Secretary**