

Middlefield Park and Recreation Commission
MEETING Conducted on ZOOM due to COVID-19
Meeting Minutes of the Regular Meeting December 3rd, 2020

Meeting Called To order by Chris Hurlbert at 7:08

Members Present:

Chris Hurlbert (Chair), Hannah Malcolm (Park and Recreation Director/Non-Voting member), Frank Wolak (Regular member/Chair), Cindy Sanchez (Regular Member),

Quorum was met

Public Comments

None

Approval of Agenda

Motion to Approve Meeting Agenda

By Frank Wolak. Seconded by Chris Hurlbert

Vote: Unanimous

Motion Carried

Approval of Minutes from previous meeting

Motion to approve minutes from September meeting (9/3 at Peckham Park)

Motion Made by Chris Hurlbert. Seconded by Cindy Sanchez

Vote: Unanimous

Motion Carried

Finance Report

Hannah Reported the most recent numbers provided by the Finance Department

Budgeted account: Peckham Park has \$24,322.04. Lake Beseck has \$1,452.97

Capital: \$55,330

General fund account: approximately \$22,858

A discussion about the lack of funds in the Lake Beseck line item occurred. Hannah shared that the item was not where it should be at this time of the year due to the increased employee hours this year. Although lifeguard hours were consistent, hours for the pass checker were significantly up. Hannah reminded the commission that they discussed the increase of hours due to the overwhelming amount of out of towners trying to use the beach because the state was not allowing people to use Wadsworth beach in Middletown and the falls were being monitored by guards. Additionally, COVID-19 provided a need for someone to be there to remind patrons of the added precautions. Budgeted costs for employees was supposed to be \$9,204. Employee costs for the 2020 summer was \$15,054. Hannah Explained that the board of Selectman are

aware that there is increased spending which was given the OK by Ed Bailey. Hannah also mentioned that the BOF chair, Jim Irish is aware as well. Hannah also mentioned that they collected approximately \$4,590 for beach pass sales.

*See attached report for accuracy

Old business

Events

Virtual Tree Lighting: Hannah reported that the tree lighting was originally scheduled as an in-person event but that event has now been moved to a virtual Facebook Live event on the same day. The transition to a virtual event was encouraged by our health district director. The date is Sunday 12/6 at 5:00. The group discussed having a Santa light the tree. Chris Hurlbert agreed to do that and his wife might also be Ms. Claus. The commission instructed Hannah to promote it on facebook some more.

Old Home Days: Hannah reported that the Board of Selectman are eager to have this event happen and they tossed around the idea to financially support a smaller event with fireworks and a band. Discussion was tabled until next meeting when Carrie Anderson could be present.

Ice Skating Night: The Commission decided to not promote this event at the moment. Hannah told them that this event is simple to pull off so they could potentially plan it a week ahead of time if they wanted to make this happen.

Facility Captains Checkup/Park Updates

Hannah reported that the tennis courts at Memorial School have been refurbished. The courts consist of 4 pickle ball courts, 1 basketball court, 2 tennis courts, and 4 four square courts. This area was funded by the school district, but the town put up additional funds to make this happen. The courts are asphalt and not the plastic tiling that was favored in earlier months.

Park Rule Update

Discussion of local Air BNB use of the beach was tabled. The commission would like to have a lawyer's opinion and have a better idea of what other towns are doing for this issue.

Program Update

Ski Club will be starting in January. Hannah reported that there are nearly 100 people signed up for the club.

Wish List

No Discussion

New Business

Set Meeting Dates for 2021

Motion to set 2021 meeting at 7:00pm on the first Thursday of the month.

Motion Made by Chris Hurlbert. Seconded by Cindy Sanchez

Vote: Unanimous

Motion Carried

Permits

No permits.

Discussion about the current limits for outdoor gatherings.

Looking Ahead

Hannah announced that longtime public works employee, Jack Henley, passed away last month. The town will be planting a tree in his honor at the Peckham. Additionally, Hannah explained that several of Jack's neighbors will be purchasing a bench with a memorial plaque in Jack's honor. Hannah will give that group a map of areas where the bench could ideally go. This idea has been spearheaded by Resident Bonnie Fowler. The commission was in favor of both ideas.

Final Thoughts

Frank Wolak proposed giving gift cards to the fire department to recognize them for their efforts during the COVID 19 pandemic and their ongoing help for Park and Rec. Chris also wanted to show thanks to the police and the public works department as well.

Motion to provide \$10 gift cards to every member of the fire department, the Resident State Troopers, and the Public Works Department.

Motion Made by Cindy Sanchez. Seconded by Chris Hurlbert

Vote: Unanimous

Motion Carried

Adjourn

No Motion to adjourn. Meeting was dismissed by Chris Hurlbert at 7:35.

BUDGET REPORT

Line Items/Budgeted Accounts

How it works: These are the items that the town funds, but we have control over. This is money that the BOF asked us to budget for. This money is used to help maintain and improve the parks. The capital budget is an amount that does not get touched unless a big item is due to be improved such as the playscape.

Peckham Park: \$24,322.04 (budgeted amount \$31,785)

Lake Beseck: \$1,452.97 (budgeted amount \$20,130)

Employee cost as of October= \$15,054.

Planned budgeted amount for Summer 2020 \$9,204 (additional \$3,000 was intended to be budgeted for 2021)

Amount collected for beach passes= \$4,590

Capital: \$55,330.00

Park and Rec Activity Fund:

How it works: Hannah Collects money from instructor run programs, donations, pavilion fees, and other miscellaneous income. The only money going out (expenses) is money that we have to pay back the instructors for running the camp. Park and Rec will typically collect \$5-\$10 per person for each club that runs through us. Other expenses that are removed from this fund is money that we used for events, donations, and items that the commission has found necessary to buy.

Funds that we have accumulated for our use: \$22,858