

Parks and Recreation Commission Meeting
December 6, 2011
6:00 PM
Municipal Center – 2nd Floor Meeting Room

Present: Chair, Sheri Cohen; Laura Bamford (early departure at 6:45); Mark Buchan; Rosemary Dolan; Suzanne Harrop; Jen Hoffman (late arrival).

Absent: Stan Kubinski; Phil Landry; Tom Stanton.

Call to Order

Meeting was called to order at 6:07 pm.

I. Approval of Minutes

Motion was made by Ms. Bamford to approve the November 1, 2011 Parks and Recreation Commission minutes as written. Seconded by Ms. Harrop. Vote: All in favor, with Ms. Dolan abstaining. **Motion carries.**

II. New Business

Eagle Scout Projects –

Sam Carignan, an Eagle Scout who made the Santa house as his project last year, presented the commission with a list of costs for the project as well as donations received. He noted that he has \$250 left to fund.

Ben Girshman, a boy scout who plans to become an Eagle Scout, appeared before the commission to request ideas for his Eagle Scout project. Ms. Harrop suggested that he take on the renovation of the shed located at the fishing derby site. It was discussed that a new locking door, new windows, paint, a window shelf, and possibly a flip-down table would be needed for the shed. The possibility of benches for the perimeter of the area were also discussed.

Ms. Harrop requested that Ben provide the commission with a sketch of ideas at an upcoming meeting. Ms. Cohen mentioned that another scout may want to take on the project of cleaning/clearing out the walking path at ELP.

Skating Party – January 28th

Ms. Hoffman noted that there were approximately 100 people in attendance last year.

Ms. Cohen said that she asked the DJ (Jeff) from The Festival of Lights for a quote for his services for the skating party.

It was discussed that the hot cocoa was donated last year but that the commission bought 4 dozen cookies and that these amounts were sufficient.

Mr. Buchan said that he would talk to Mr. Knapp, Water Superintendent, to aid in getting power available.

Family Dance – “Snowflake Social” – March 2nd

It was decided that the dance would take place in the gym this year and that the food would be outside. The commission agreed that having a check-in person like last year would be necessary. The pizza would be ordered from Pizza Tyme. Last year there were 420+ people and 15 sheet pizzas were sufficient. It was decided to omit the cake this year because it was very messy last year.

A discussion was had on the line for pictures. It was suggested that people would be given a number or a time ticket when they check in.

Ms. Dolan suggested handing out the flowers as people leave so there are not flower pieces all over the gym.

Ms. Harrop suggested naming the dance the “Snowflake Social”.

Motion was made by Ms. Dolan to name the dance “Snowflake Social”. Seconded by Ms. Hoffman. Vote: All in favor. **Motion carries.**

Budget discussion – It was noted that there will be less needed this year than last because decorations, etc. were kept and can be reused. The commission agreed that 2 custodians would need to be budgeted for.

Everett Leonard Park Rentals –

Ms. Cohen noted that there has been a new rental form made because the park has already been booked for a few things for the upcoming year.

Correspondence –

Ms. Cohen read an email she received from a woman named Rachel from the American Legion offering the commission their hall for a family Halloween party next year. She said that it would already be decorated because the American Legion runs their own party. She offered the hall for free. The commission recognized her generosity but agreed that it would not be do-able.

Fundraiser Ideas –

Various ideas were discussed: golf tournament, fundraiser – entertainment night (band?), pasta dinner/comedy night, St. Pat's road race.

Treasurer's Report –

Motion was made by Ms. Dolan to table the Treasurer's Report until next meeting. Seconded by Ms. Harrop. Vote: All in favor. **Motion carries.**

III. Old Business

The Festival of Lights –

Ms. Cohen commended the Highway Department for their efforts in setting up and decorating the common.

It was noted that The Sun Chronicle estimated that there were 300 people in attendance at this year's Festival of Lights. Both the singer and the photographer have said they are interested in participating again next year. The commission agreed that the lights were better and more plentiful than last year. There was a discussion of different possible crafts for next year. It was agreed that the elves were a great addition this year.

Thoughts for next year:

- Have speakers near the Santa house
- Line the Santa house and gazebo with more lights
- Have something active for the kids to do
- Have a high school art student to do more with the inside of the Santa house
- Advertising that there IS a fee for the Santa letter and have that information on an envelope so that families can put money right inside

Next Meeting

The next meeting is scheduled for January 3, 2012 at 6:00pm.

Adjournment

Motion was made by Ms. Harrop to adjourn at 7:05 pm. Seconded by Ms. Dolan. Vote: Unanimous. **Motion carries.**

Documents Referenced: Minutes of November 1, 2011

Respectfully Submitted by: _____

Sheri Cohen, Parks and Recreation Commission Chair

Sara Lyons, Parks and Recreation Commission Secretary