



LEDYARD PARKS AND RECREATION COMMISSION

Donald Grise
Director

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Kim Lavigueur
Assistant Recreation Director

MINUTES

The Ledyard Parks and Recreation Commission Special Meeting of Thursday, May 25, 2006 was called to order at 7:38 p.m. by Vice Chairman Don Langlais in the Parks and Recreation Office, Ledyard, CT.

I. Call Meeting to Order.

II. Roll Call.

Robert Ronau	Chairman
Don Langlais	Vice Chairman
Brian Hinton	Member
Robert Gunnels	Member
Marie Holman	Member
Leslie Doe-Koehler	Member

Donald Grise	Director
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Excused:	Jane Perry	Member
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Absent:	Warren Mogan	Member
	Peter Diette	Member

The Chairman arrived late.

III. Public Petitions.

A. Paul Kunkemoeller, 50 Partridge Hollow Drive, Gales Ferry, Dr. M. Graner, Superintendent of Schools, Sam Kilpatrick, Board of Education Director of Maintenance and David Bainbridge, 9 Saw Mill Drive, Ledyard, of the Conservation Commission discussed the lacrosse/soccer field project and its problems. They thanked the Commission for the topsoil. The well project was discussed. The Board of Education allocated \$20,000. There is a cost overrun of \$6,933. The Parks and Recreation Commission allocated \$4,200 to the project and the Town Council approved the allocation. The estimated cost of the pump is \$5,000.

IV. Review and Approval of Prior Minutes. A motion was made by Leslie Doe-Koehler, 2nd by Marie Holman, to approve the minutes upon correction of Item 4.a., change 175th to 170th. Motion passed unanimously.

V. Financial Reports.

- A. Programs. Previous balance of March 14, 2006 was \$34,410.00. Income March 15 through April 28, 2006 is \$7,953.00. Total Income as of April 28, 2006 is \$42,363.00.
- B. Capital. As of April 30, 2006 the balance in Fund 8 is \$288,282.42. The Commission requested that the Director encumber the funds for Highlands

VI. Director's Report.

- A. Irrigation Systems. The Judge Crandall and Depta field's irrigation systems were functional Tuesday, April 18th.
 - 1. At Judge Crandall, we ran the system for two days and developed a leak in the backflow preventer. Lamphere Plumbing is repairing the leak.
 - 2. At Depta Field, since we are using a well, we are keeping an eye on the water pressure. So far, so good.
 - 3. Both systems have rain gauges. Therefore, the system shuts itself off during rain.
 - 4. We made arrangements with Groton Utilities to check the water system at Judge Crandall.

Both systems seem to be working fine, water turns on around 5:00 a.m. and ends around 8:30-9:00 a.m. One of the heads at Depta was leaking a bit. CRIS Irrigation will inspect and make necessary repairs.

WATER SCARE: Late Friday, May 5, John Gardner of the Water Pollution Control Authority (WPCA) inquired if I failed to notify him of a water problem at Judge Crandall. It seems his printout showed 250,000 gallons of water used since we turned the water on. Upon further review of the printout, the usage was for an entire year prior to turning on the system this spring. Approximately, 1,700 gallons have been used since the system was turned on this spring. Based upon the figures provided by the WPCA last year, the cost should be approximately \$20 per day to water.

- B. Highlands Lake. The water aerator for the Lake was installed on April 27th. We have Beaver Electric working on a new electrical system. The estimate to hook up the aerators is \$5,500. There seems to be a disagreement between the Mayor's Office and the Water Pollution Control Authority, so we addressed the matter without their involvement.
- C. Recap of Projects, Programs and Miscellaneous. To recap some of our major projects, programs and related miscellaneous information by Staff and contractors:
 - 1. Finished handicapped trail at Erickson Park.
 - 2. Installed batting cage at Ledyard Middle School.
 - 3. Converted Babe Ruth field to softball field at Ledyard Middle School.
 - 4. Arranged for new phone system for Office.
 - 5. Presented budget to Town Council Finance Committee.
 - 6. Submitted over \$12,000 from spring programs to General Fund.
 - 7. Colonel Ledyard Parks was ready for first picnic on April 22nd.

8. Assisted Bill Geer with seeding of new field.
9. Fertilized new sod.
10. Provided assistance, support and equipment for the Ledyard Samples on June 10th.
11. Organized the "170 Years of Volunteerism" on June 24th.
12. Provided additional storage boxes for the Ledyard Girls League.
13. Cleared the knoll by the soccer field of brush and other matter.
14. Spent a day picking up trash.
15. Staff has allocated many hours to the June 24th picnic and our summer brochure.
16. Advertised, reviewed and will be hiring summer staff.
17. Created, edited and produced spring and summer brochures.
18. Addressed all needs of participants and instructors of our winter and spring programs.
19. Secured schools for programs.
20. This was one of our better springs for participation.

D. Field Usage for Spring 2006.

1. Ledyard Girls League – four fields at Ledyard Middle School, two fields at Preston, and one field each at Gales Ferry, Gallup Hill, Ledyard Center and Pfizer's. Total ten fields.
2. Youth Lacrosse – Clarks and Middle School. Total two fields.
3. Spring Soccer – Depta Field and Pfizer's, practice fields at Preston Plain School. Total two fields.
4. Baseball – two fields at Colonel Ledyard Park, Judge Crandall and Ledyard High School, three fields at Pfizer's and one field at Aljen Heights and Christy Hill. Total 11 fields.

Twenty-five facilities in use this spring.

5. Tournaments - provided maintenance for the first softball tournament on May 6th and 7th at Ledyard Middle School. As of today, thirty-six teams are participating in the June 9, 10 and 11 softball tournament.
6. Pfizer Field. People are still using the parking area as a dump.
7. May 1st and 2nd - both the boys and girls regular season commenced Monday, May 1st. On Tuesday, May 2nd, we received a few calls of concern regarding Judge Crandall Field:
 - One gentleman picked up good size rocks imbedded in the sod. I believe the rocks are from work done on the sprinkler heads. He also mentioned the field is not leveled.
 - The condition of the field closest to the Middle School is in rough shape.
 - Last fall we had no idea if the Youth League was going to use this field.
 - The Farm League was originally scheduled to use Christy Hill, Aljen Heights and J. Long. They did not care for Christy Hill and J. Long is currently being worked on.
8. Of the twenty-five fields, we have two (2) in rough condition.

9. Old Gales Ferry School - this field is also in rough shape. Early this spring it was used by the Youth Lacrosse League. A few weeks ago, they vacated the field and allowed the younger girls to play there. I decided not to redo the infield (\$600-\$800) due to the fact we could be asked to vacate the area at any time.
- E. Fund 8. Housing sales are beginning to slow down. We took in approximately \$6,100 for March.
- F. Playground Staff. After many years of staff returning for the summer, this summer will be interesting because many new people will be hired.
- G. Lifeguards. Please note Kim Lavigueur's recommendations on Lifeguards in her report. There is a problem, however. If we pay for all the training, which could be a few hundred dollars for each lifeguard, there is no guarantee that they would accept a job with us. The Mayor suggested signing a contract with the individual. However, we were advised a few years ago that contracts with minors (under 18) are not legally binding.
- H. Ledyard Sampler. We made this a part of the "170 Years of Volunteerism." It is scheduled for Jun 10th at the Nathan Lester House. Our involvement is as follows:
- Introduced them to Dave Holdridge, who is providing colonial costumes.
 - Made arrangements for Public Works to assist with
 - o Erecting three (3) canopies.
 - o Moving picnic tables from Ledyard Fairgrounds to the Nathan Lester House.
 - Provided them a full-page ad in our summer brochure.
 - We will be providing three (3) port-a-jons.
 - Made arrangements for the Lions to assist.
 - We have walkie-talkies for them to use for the day and Town radios.
 - Provided the Nathan Lester House with an additional signs.
- I. "170 Years of Volunteerism." This is scheduled for June 24th at Ledyard Fairgrounds. Mayor Mendenhall came up with the idea; we organized the event. As of today, the following has occurred:
- Established a committee.
 - Received \$4,500 for food from the Ledyard Town Council.
 - Received \$600 in donations with another \$750 coming.
 - Met with Ledyard Fair Association. They will be assisting with ordering food and cooking.
 - Staff created "Certificate of Appreciation" that will be sent to a few hundred volunteers.
 - Organized entertainment.
 - Provide full page add in our summer brochure.
 - Will be inviting most organizations, churches and youth groups to the event and will have space for them to display their community projects, etc.
 - Special recognition of a few people.
 - Our summer staff will also be assisting in this event.
 - The Mashantucket Pequot Tribe will be providing sodas and water for approximately 1000-1200 people.

- I am sure I have forgotten a few things.
 - Lynny Gager was instrumental in creating a certificate of appreciation and name stickers. Both items will be produced in our office.
- J. Ledyard High School Well. Drilling started May 3rd. I will be providing the Board of Education with two rain trains and necessary hose, which is close to \$4,000 of equipment.
- K. Summer Brochures. All 6,400 should be in the mail by the end of the month.
- L. Sailboats. If no one objects, we would like to sell our four sailboats. We had Mark Bancroft, Mayoral Assistant, inspect them. Long story short, it will be cheaper to purchase new ones.
- M. Colonel Ledyard Park. Late Saturday May 6th, five men and one woman inspected the park. Gene Baudro overheard them commenting on the soccer field (it should be used), restrooms should be open twenty-four hours and areas should not be locked up. They spent a few hours there and not once did they ask Gene any questions. Since May 6th, I have received no inquiries from anyone.
- O. Update of March 18, 2006.
1. Clarks Field. Someone shot out lenses and light bulbs and damaged two ballast at Clarks Field. A repair cost is approximately \$1,600.
 2. Highlands Lake. Beaver Electric spent two (2) days installing all electrical components to operate the three (3) water aerators. The Town Building Official approved all work on May 11th. We are currently waiting for Connecticut Light and Power to restore power to the existing lines.
 3. Ledyard High School Well. Per the Superintendent of Schools, the new well went to 600 feet with ten (10) gallons per minutes.
 4. Irrigation System. When it rains, the system does not operate. We did cut the watering time to three (3) days. CRIS Irrigation will be back to make a few minor corrections at Depta Field.
 5. Recreational League. We are currently seeking teams for our Summer League.
 6. June 24th, Volunteer Day. As of today, we have collected \$1,375 in donations. These funds will be used to pay for port-a-jons for both events.
 7. Ledyard Lions. The Lions have found themselves in financial difficulty this spring. We are assisting them by printing the Memorial Day booklet.
 8. Summer. Our summer commenced with interviews starting on May 16th and will continue through May 18th. I made it very clear to the staff, if we do not have quality staff, we do not offer the program.
 9. Trade. I spent quite a bit of time with Anne Pierson from the Conservation Commission. It seems she had a good number of questions, which no one at the Public Hearing wanted to address

The Commission noted that the budget has remained intact.

VII. Assistant Director's Report.

- A. Spring Programs. The Ledyard Children's Community Choir has sixteen children and they will be performing at Ledyard's 170th Celebration. Everyone is enjoying the Salsa and Chanbara Sword Class. The Kid's Only Yard Sale will be held on May 7th and the Hershey Track and Field Meet will be held on May 27th.
- B. Summer Programs. New programs for the summer will include a Multi-Sport Camp, a Volleyball Camp, a Performing Arts Camp and a Cooking Camp. We have increased the Summer Playground fees, upon the Mayor's recommendation. Playground will increase from \$115 to \$130 for the six week program and the Preschool Playground will increase from \$50 to \$60 for the three week session.
- C. Summer Staff. We have received fifty-five applications, thirty-three new playground applicants, eighteen returning playground applicants, one lifeguard applicant and three sports specialists applicants. Both Playground Supervisors from last year will be returning this year. Unfortunately, we only received one lifeguard application, so that is not good news for Highlands Lake. If we want lifeguards, I think we would have to advertise in the fall, train them during the winter and, of course, increase the salary.

VIII. Old Business.

- A. Any other Old Business to come before the Commission at this time. Nothing to report.

IX. New Business.

- A. Discussion and possible action on the MOTION to forward Mayor Mendenhall's request of assuming responsibilities of the Senior Commission to the Administration Committee. The Commission noted that the Commission on Aging has responsibility at this time. A motion was made by Robert Gunnels, 2nd by Marie Holman, to forward the Mayor's request of assuming responsibility of the Senior Commission to the Parks and Recreation Commission to the Administration Committee. Motion passed unanimously.
- B. Discussion and possible action on the MOTION to forward Mayor Mendenhall's transfer of properties between the Mashantucket Pequot Tribe and the Town of Ledyard to the Facilities and Maintenance Committee. A motion was made by Marie Holman, 2nd by Robert Gunnels, to forward the Mayor's request of a transfer of property between the Mashantucket Pequot Tribe and the Town of Ledyard to the Facilities and Maintenance Committee. Motion passed unanimously.
- C. Discussion and possible action on the MOTION to investigate the feasibility of converting the old Gales Ferry Elementary School to a Community Center. No action was taken. The property has been sold.
- D. Discussion and possible action on the MOTION to forward a letter to the Board of Education encouraging the Board to seed and feed the new softball field and the Ledyard Middle School complex. A motion was made by Robert Gunnels, 2nd by Brian Hinton, to have a letter sent to

the Board of Education encouraging them to seed and feed the new softball field and the Ledyard Middle School complex. Motion passed unanimously.

- E. Discussion and possible action on the MOTION to appoint a member of this Commission to the Ledyard Town Center Committee as requested by the Ledyard Town Council. Robert Gunnels volunteered for the position on the Ledyard Town Center Committee. A motion was made by Marie Holman, 2nd by Leslie Doe-Koehler, to appoint Robert Gunnels to the Ledyard Town Center Committee. Motion passed unanimously.
- F. Discussion and possible action on the MOTION to provide financial assistance to the Gallup Hill Parent/Teacher Organization in purchasing a new swing set as requested. A motion was made by Marie Holman, 2nd by Robert Gunnels, to table this item until the June Meeting. Motion passed unanimously.
- G. Discussion and possible action on the MOTION to select meeting dates for the next Commission Meeting and date for both Committees to meet. A motion was made by Leslie Doe-Koehler, 2nd by Brian Hinton, to set the next Parks and Recreation Commission Meeting to Thursday, June 15, 2006 at 7:30 p.m. in the Parks and Recreation Office and to set meetings for the Facilities and Maintenance Committee and the Administration Committee for Thursday, June 15, 2006 at 6:30 p.m. in the Parks and Recreation Office. Motion passed unanimously.
- H. Any other New Business to come before the Commission at this time. It was decided that Brian Hinton will be moved to the Facilities and Maintenance Committee and Peter Diette will be assigned to the Administration Committee. It was decided that Brian Hinton will talk to the Little League and Youth League and ask them to attend a Facilities and Maintenance Committee Meeting before September. It was requested that Little League be put on the Facilities and Maintenance Committee Agenda.
- X. Adjournment. A motion was made by Leslie Doe-Koehler, 2nd by Marie Holman, to adjourn the meeting. Motion passed unanimously. The meeting adjourned at 8:50 p.m.

Transcribed by Leslie Doe-Koehler
Member

I, Donald Langlais, Vice Chairman, Ledyard Parks and Recreation Committee, hereby certify that the above and foregoing is a true and correct copy of the minutes of the May 25, 2006 special meeting.

Approved on:

Attest: _____
Donald Langlais, Vice Chairman