

Milford Parks and Recreation Commission

Minutes

April 4, 2018

Attendees: Paul Bartolomucci, Kierstyn Williamson, Arene Berry, John Kohlmorgen, Claudia Lemaire, Lena LaBour, Melissa Sherman, William Crossley, BOS Representative: Paul Dargie

Appointment: Jerry Guthrie - Jerry presented an update on the progress of the War Memorial Committee. The highlights of his presentation are as follows:

1. There are four possible designs for the Memorial; the final design and details are yet to be determined. The target date is September, 2018.
2. He requested to have these designs put on the Recreation Commission webpage for public viewing.
3. The Memorial Committee will draw up a survey of questions to gather public opinion regarding the Memorial. The survey will be on the Commission webpage.
4. A budget for the project needs to be written and should be ready by September, 2018.
5. There is the need for an account in which to place donations. A warrant article is needed and may be written for March, 2019.
6. Jerry will return to the Recreation Commission in two months to discuss the progress and/or results of the public survey.

Director's Report:

- The Revolving Fund has a balance of \$31,768.91. Financial reports for 2017 and 2018 were presented. Transfer of fund requests were also presented.
- Summer Recreation Guide goes to printer the week of 4/9. Fall Recreation Guide goes to printer in August.
- April 23 - Summer Recreation program registration opens online and Pool Passes are available at that time.
- The minutes of the Jan. 31, 2018 minutes were approved by a motion by William Crossley and seconded by Paul Bartolomucci; all were in favor.
- Rotary Swim Meet - Patricia Kunselman moved and Paul Bartolomucci seconded the motion to waive the fees and cost of lifeguards for the event as in past years. All voted in favor.
- Paul Dargie moved and Paul Bartolomucci seconded the motion to allow the Rotary to sell items at the meet starting at 6:30 AM.
- Arene requested \$1000 for Summer Scholarships for children attending programs. Melissa Sherman moved and William Crossley seconded the motion to support the Scholarship

funding with no cap. All are in favor.

- Ice rink takedown - John and Arene have been working on it. The liner needs to dry out before it can be rolled up and put away. With dry weather and volunteer help, this should get done. The new gate and fencing have helped greatly. The core of volunteers is much appreciated.
- BBQ Boogie - it was decided to cancel this event for the summer of 2018. The idea will be revisited for 2019.
- Dog Park Proposal feedback - MS X-C and DPW are not in favor of Adams Park for this use. The Brox property is a possibility. The use of Kaley would result in a loss of a playing field. Kierstyn reported that she will revise the grant letter when a location is determined. The town-wide clean up day, April 28th, should include dog poop. A fundraiser yard sale is planned for May.
- Arene will put out a RFP to groups to run the Keyes Concession stand during the summer months. (Recreation Commission website, email and Facebook will be used. Also Rotary and the Lions will be notified. It was decided that any group would pay a percentage of their profits - the percentage to be determined by them. (No other fee to be assessed for concession stand use.)
- The Recreation Commission will run the Keyes concession stand July 4th.
- John reported on the many events, trips and programs of the Recreation Department. The Daddy Daughter Dance, February Vacation Fun Day, Summer Job Fair, and Easter Egg Hunt were all very successful.

New Business

- The Keyes Memorial Expansion Committee (KMEC) - there has been one meeting thus far. The discussion included Phase One of the Master plan: signage, lighting, a connector road between the two parking lots, walk/bike path. Temporary lighting for safety will be installed in the (west side) parking area. Some work will be started this summer.
- Election of Officers: Paul Bartolomucci moved and Lena LaBour seconded the motion that Claudia remain as Chairperson and Melissa as Vice Chair and that Patricia remains as Recording Secretary.
All voted in favor.
- Alternate William Crossley voted for Scott Hembrow and Alternate Kierstyn Williamson voted for Liz Snell.
- MCAA - Arene will extend an invitation to the heads of the three sports to come to our May meeting and inform us of any field maintenance needs.

- The monthly meeting of the Recreation Commission shall be moved from the first Wednesday to the second Wednesday of the month.
- Our next meeting will be Wednesday, May 9th, 2018.
- Claudia Lemaire moved to adjourn the meeting. Paul Bartolomucci seconded the motion. All were in favor.

Respectfully submitted,

Patricia M. Kunselman