

Town of Middlebury Parks and Recreation



Betty Proulx, APRP
Director

COMMISSIONERS
Ron Clark, Chairman
Ray Kasidas
Kelly Perrotti
Joan Reed
Jack Worgan

PARKS & RECREATION COMMISSION **Meeting Minutes** ***December 11, 2014***

MEMBERS PRESENT

Ron Clark
Jack Worgan
Joan Reed

ALSO PRESENT

Director Betty Proulx
Ralph Barra, Selectman

MEMBERS ABSENT

Kelly Perrotti
Ray Kasidas

1. REGULAR MEETING

Chairman Clark called the regular meeting of the Middlebury Parks and Recreation Commission to order at 7:00 p.m.

2. APPROVE MINUTES

Motion: To approve the minutes from the October 9, 2014 meeting made by Commissioner Reed, seconded by Commissioner Worgan - Unanimous Approval

3. PUBLIC COMMENT

None

4. GREENWAY REPORT

Director Proulx informed the commission that there has been some reoccurring vandalism on the Greenway between Chase and Tucker Hill across from the firehouse. To date she has expended \$600 - \$700 for repairs. She is looking into the purchase of a trail cam with a cost of about \$200.

5. **COMMITTEE REPORTS**

A. BUDGET REPORT – Commissioner Reed

Director Proulx distributed copies of the budget that she submitted for 2015-2016. She stated that the proposed budget contains a 4 - 5% increase including salary rate increases. She also pointed out that CL&P is proposing a 25% rate increase for its customers in 2015 which is also not reflected in the 2015-2016 budget.

Motion: To accept the Budget Report as presented made by Commissioner Worgan and seconded by Commissioner Reed - Unanimous Approval

B. PERSONNEL REPORT – Jack Worgan

No report.

C. BUILDING AND PARKS – Ray Kasidas

No report.

D. PUBLIC RELATIONS – Kelly Perrotti

No report.

6. **DIRECTORS REPORT – Betty Proulx**

A. Director Proulx stated that the annual tree-lighting was cancelled due to the heavy rains and high wind.

B. Director Proulx stated that the Macy's Thanksgiving Day Parade bus trip was cancelled due to icy road conditions.

C. Director Proulx announced that the Maple Drive park is now complete with \$44,000 of the grant money remaining to spend on the park. She is considering the following additions with these funds:

Upgrading and expanding the camera security system	\$8,000-18,000
A sign once a name is selected	\$4,000
Four solar trashcan/compactors	\$18,000
Landscape plantings	\$6,000

D. Director Proulx stated that she contacted Vermont Systems, the department's RecTrac provider, regarding the ability to send text blasts as a more efficient way to deliver information to program participants. RecTrac does provide this important service and it is free of charge. Director Proulx has started work on implementing this system.

E. Director Proulx announced that the park naming contest for the Maple Drive park will begin in January. Chairman Clark reviewed the criteria for contest entries; contestant must be a Middlebury resident in grades K through Eight and no proper names will be accepted. Submissions will be collected from January 1st to the 31st. The winner will be selected at the February 12th meeting and will be announced in March. The Commission discussed prize options including a plaque, savings bond or other monetary prize.

Motion: To approve the Director's Report as presented made by Commissioner Worgan, seconded by Commissioner Reed - Unanimous Approval

7. **OLD BUSINESS**

None

8. **NEW BUSINESS**

2015 Meeting Calendar – Chairman Clark made a proposal to retain the Parks & Recreation Commission's current meeting schedule of the second Thursday of every month at 7:00 pm in room one at Shepardson Community Center for the 2015 calendar year.

Motion: To accept Chairman Clark's proposal as presented made by Commissioner Reed, seconded by Commissioner Worgan - Unanimous Approval

Chairman Clark will deliver copies of the Town of Middlebury's Ethics Commission's new Code of Ethics to the P&R office for the commissioners to read and sign. Director Proulx asked the commissioners to please consider attending the Board of Finance meetings during this budget season.

9. **EXECUTIVE SESSION**

None

10. **ADJOURNMENT**

Motion: To adjourn the regular meeting at 7:30PM made by Commissioner Reed, seconded by Commissioner Worgan – Unanimous Approval

The next regular Commission meeting will be Thursday, January 8, 2015 at 7:00 p.m. at the Shepardson Community Center.

FILED SUBJECT TO APPROVAL

Respectfully submitted,

Tracy Graziano

cc: Commissioners
Director Betty Proulx
Town Clerk
Jim Pelletier
Selectman Ralph Barra