

**Town of Chester**  
203 Middlesex Avenue  
Chester Connecticut 06412-1200



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## Minutes of the Meeting of the Chester Park and Recreation Commission

These minutes are subject to Commission approval.

Tuesday, September 11, 2012  
7:15pm  
Chester Town Hall, Conference Room A

Vice Chairman Hotkowski called the meeting to order at 7:20pm.

Members Present: Susan Hotkowski, James Ready, Matthew Sanders, Shaun Savoie

Members Absent: Felise Cressman, Sam Lindberg, John Williams

Also in Attendance: Scott Mills, Elizabeth Netsch

### Audience of Citizens

Scott Mills, Tree Warden, presented Sec. 23-59 of the Connecticut General Statutes to the Commission. He explained why he thought it would be advantageous for the commission to transfer the responsibility of the care and control of the trees and shrubs in the Town's parks, to the Tree Warden.

On a motion duly made by James Ready and seconded by Matthew Sanders it was unanimously voted to add the care and control of trees and shrubs to the agenda.

On a motion duly made by James Ready and seconded by Matthew Sanders it was unanimously voted to request in writing that the Tree Warden have care and control of the trees and shrubs in the public parks that are under the jurisdiction of the Chester Park and Recreation Commission.

### Minutes

On a motion duly made by James Ready and seconded by Matthew Sanders it was unanimously voted to accept the minutes of the meeting on June 5, 2012.



### Director's Report

The Parks and Recreation Department filled 326 camp spaces, with a 147 different children registered for camp. There were 107 different children from Chester, 14 from Deep River, 1 from Essex, 8 from Killingworth, 4 from Haddam, 6 from East Haddam, 3 from Madison, 1 from Marlborough (parent worked in Essex), 1 from New Britain (Chester grandparent), and 2 from New York (Chester grandparent). We also had 3 additional teens who were not registered for camp, join the babysitting training/pediatric first aid and CPR/AED classes and 13 additional children on "Invite a Friend Day". The ages of the participants were from 4 through 13, as well as five, 14 and 15 year old volunteer counselors.

The Director presented a request for a Summer Camp refund for two children, due to special circumstances. It was not submitted at least two weeks in advance of the registered session, as required for a refund. The Director took measures to try and mitigate the resulting expenses that the Parks and Recreation Department incurred as a result of the cancellation.

On a motion duly made by James Ready and seconded by Matthew Sanders it was voted Hotkowski, Ready, Sanders for, Savoie opposed, to make an exception to the camp refund policy and reimburse the fees requested, less the standard \$10 per child, per week, cancellation fee to the Town's General Fund for administrative expenses.

On June 30<sup>th</sup> the Commission exceeded our budgeted park pass sales by \$4,946 for FY 2011/2012, or 161% of budget, for revenue to the Town's General Fund of \$12,946. A record 176 passes were sold in 2012. The Director explained the difficulty in budgeting revenue for a summer season that ends two summers after the budget proposal is submitted.

Camp fees for 2012 exceeded the FY 2012/2013 budget by \$910 for a total of \$18,652 to the General Fund, to offset the camp payroll. The remainder was used for camp operating expenses.

The Director presented two requests to The Rotary Club of Chester Foundation. One was to increase funding of camp scholarships, as it was reported to the Director that the Chester Elementary School PTO would no longer be contributing to this need.

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The second request was to help fund a concrete slab near the access gate at Pelletier Park. Since the loss of the Community Center, the staff has felt that the lake is a preferred location for camp on fair weather days, and would like to extend the program's use of the lake to three days per week. To increase the camp activity offerings at the lake, the hard surface would allow for the addition of 4-square, tennis, basketball, shuffle board, sidewalk chalk/hopscotch, roller skating, and other camp games. The grills would be relocated near the canoe launch area. Pegs would be added to the fence between the storage building and the portable toilets for campers to hang their bags and towels.

#### Chairman's Report

The Vice Chairman reviewed and approved the park assessments for recent months.

Chairman Williams requested, and received, a refund of the deposit to make signs for two parks. The company he had contracted with had reported the price would be higher than they had originally quoted.

On a motion duly made by James Ready and seconded by Shaun Savoie it was unanimously voted to adjourn at 8:32pm.

Respectfully submitted,

Elizabeth A. Netsch  
Director