

**MINUTES – GLASTONBURY RECREATION COMMISSION
REGULAR MEETING – November 18, 2019**

The Glastonbury Recreation Commission held a Regular Meeting on Monday, November 18, 2019, at the Glastonbury Parks & Recreation Department, 2143 Main Street, Glastonbury, Connecticut.

Commission Members Present: Michael Clinton, John Langmaid, Ray McFall, Yola Rondinelli, Jessica Wallace

Commission Members Absent: Mario DiLoreto

Others Present: Lisa Zerio, Director of Parks & Recreation
Joel Eburg, Parks & Recreation

The meeting was called to order at 5:30 p.m.

1. Correspondence:

A letter was read stating that Ray McFall was resigning from the Glastonbury Recreation Commission effective November 18, 2019.

2. Minutes:

A motion was made by John Langmaid to accept the minutes of the October 21, 2019 special meeting, and was seconded by Ray McFall. The minutes were approved unanimously.

3. Committee Reports:

There were no Committee Reports.

4. Director's Report:

- Minnechaug Golf Course: Lisa Zerio stated that the golf course had 15,000 rounds as of November 4, 2019. The Lessee's are doing a great job with course maintenance and management. Parks and Recreation will continue to work with the Lessee's to develop more programming opportunities for the upcoming year.
- Boathouse Caterer Request For Proposal (RFP): Lisa Zerio reported that RFP's for catering services for the Boathouse are due by December 11, 2019. Chairman Clinton asked if there was a volunteer that would consider being on the Selection Committee. Yola Rondinelli stated she was interested.

5. Old Business

- Budget FY 2020-2021: Lisa Zerio reported that budget preparation is in full swing. Budget considerations include Recreation software upgrades, security cameras, minimum wage increase impacts on programs, mowers, Wi-Fi at Grange Pool, and Addison Pool maintenance items.

6. New Business:

- Santa's Run: The event is set for Sunday, December 8th (with a rain date of December 15th). The Commission viewed the t-shirt designed by a student from art class at Glastonbury High School. Registrations are continuing to come in and the new registration procedures are working out well.

- Annual Report: Discussion was held regarding accomplishments and successes by the Department for FY 18-19.
- Disc Golf: Joel Eburg, Park Maintainer for the Town, and also a disc golf enthusiast volunteer, came to present an overview of what a Disc Golf Program is all about. A discussion was held and all members were in favor of learning more about it. Jessica Rondinelli moved to continue to pursue a potential Disc Golf Course for the community with Ray McFall seconding the motion. Lisa Zerio advised she would keep the Commission apprised of the next steps once more information is gathered. Lisa Zerio will also meet with the Town Manager to discuss it.
- Winter/Spring Brochure: Lisa Zerio gave a brief overview of the upcoming winter/spring brochure and some of the new offerings and programs. The brochure will be mailed the first week of December, and available to see on-line at that time as well. Registration begins Tuesday, December 10th at 8:00 a.m.
- Recreation Commission Meeting Schedule: Motion made by John Langmaid and seconded by Yola Rondinelli to approve the 2020 Recreation Commission meeting schedule.

7. Any Other Business to Come Before the Commission:

- Maura Cantwell, a Glastonbury resident, attended the meeting to discuss a situation that occurred regarding her rental of J.B. Williams Park for September 28, 2019. Ms. Cantwell explained she called the office on September 27th to confirm her reservation for Saturday, September 28th, and the office staff stated she was not booked for a reservation on that date. The office received a call in June 2019 that the Cantwell reservation was cancelled, and another party had since reserved that date. Ms. Cantwell wanted to be sure there was a procedure in place that would prevent this from happening again. Lisa Zerio informed the Commission that the old cancellation procedure was that a party only had to call if they were cancelling and did not have to put their cancellation request in writing, nor did the office have to send a written confirmation of the cancellation, since the rental fees are not refunded. The new policy in effect now is that all cancellations must be in writing and a written cancellation receipt will be sent by the staff to the email address on file.

8. Adjournment

The meeting was adjourned 7:15 p.m.

Respectfully submitted,



Lisa Zerio
Director of Parks & Recreation