

## TOWN OF SIMSBURY – CULTURE, PARKS, AND RECREATION COMMISSION

Subject to Vote of Approval – Regular Meeting Minutes – **Thursday, February 21, 2019** – 2 pages

### **Call to Order**

The meeting was called to order at 7:01 p.m. by David Bush, Chairman, in the Main Meeting Room of Town Hall. Other commission members who were present included Gerry Wetjen, Dennis Fallon, Sarah Cramer, Steve Spalla and Lori Coppinger. The C. P. & R. Director, Thomas Tyburski, was also in attendance.

### **Minutes of Previous Meeting**

No changes were made to the January 24, 2019 Regular Meeting Minutes. Mr. Bush declared the minutes approved and requested that they be put on record.

### **Public Session**

None.

### **Election of Officers**

Mr. Wetjen made a motion to approve Mr. David Bush as Chairman of the C. P. & R. Commission for 2019-2020. Mr. Fallon seconded the motion. Mr. Bush abstained. A quorum was met. The motion passed.

### **Old Business**

*Natural Gas Line Construction - Update.* Mr. Tyburski reported that Simsbury Farms is days away from complete turnover to gas heating.

*Parks & Open Space Master Plan Process - Update.* After interviewing four firms, Weston & Sampson was unanimously selected. They will begin work in late March/early April after a contract is formalized.

*Facility/Ice Rink Report.* A one-page spreadsheet titled, “Simsbury Farms Ice Rink Revenue: 2018 – 2019,” was shared. Figures were collected through January 2019. January revenues were high. Much of that can be attributed to large checks coming in for rink rentals. Except for one warm day and a couple of icy, frigid nights the weather has been cooperative. The rink will close for the season on March 9.

*FY2020 Budget Process Update and Proposed Six Year Capital Plan.* Mr. Tyburski reported that the Town Manager and the Finance Director have reviewed the C. P. & R. Budget and have suggested one minor change to the golf course maintenance account. Also, the Special Revenue Fund and the Parks Operating Budget will be combined into a single “Parks & Recreation Fund.” After many years of proof that the Special Revenue Fund is not a feasible way to fund the C. P. & R. Budget, it is being proposed that a portion of its annual support will now come from the town’s “General Fund.”

Mr. Tyburski’s Dept. also submitted a Six Year Capital Improvements and Capital Non-Recurring Budget Plan for review. Tangible improvements are currently funded in the Town Manager’s proposed budget. This year improvements could include a pick-up truck with a plow; a dump truck sander mechanism; a new ice rink condenser unit; paddle court resurfacing; refurbishment of the Simsbury Farms pool fencing; painting the underside of the ice rink roof (after the solar panels are installed), and some playground improvements. Mr. Bush encouraged commission members to show up and support Mr. Tyburski during the C. P. & R. Department portion of the Town Budget Workshop. It is scheduled for Saturday, March 2 at Simsbury Town Hall.

*Solar Panels at Simsbury Farms - Update.* A one-page, concept illustration of a bird’s eye view of the rink was distributed. It shows one half of its roof—the half closest to the pools—being covered with solar panels. Mr. Tyburski met with the town’s Public Works Department and the solar firm to discuss the project. Measurements will be taken. Steel testing will be done to determine if extra structural work is needed to hold the full weight of the panels. The project will most likely begin in late April and finish by late June.

## **New Business**

*Retirement of Steve Gingras, Park Maintainer, 35 Years of Service.* Mr. Tyburski announced that there will be a retirement reception held in honor of Mr. Gingras on Thursday, February 28, 2019 from noon to 1:30 p.m. at the Parks Maintenance Garage.

*Crew Leader Position – Update on Change to Job Description.* A proposed revised job description for a “Parks Crew Leader,” a classification which has not been in use for many years, is being considered as the new blueprint for the “Maintainer II” position which Mr. Gingras is retiring from. The Town Manager is forwarding the update to the Personnel Subcommittee and to the unions. Recruiting will begin after all appropriate approvals are given.

*Story Walk on Ironhorse Boulevard.* A three-page illustrated report titled, “2020 StoryWalk Proposal,” was distributed. The Simsbury Public Library would like to create a permanent, outdoor, walkable children’s reading experience along Ironhorse Boulevard. It will have laminated storybook pages displayed on plexiglass frames which are attached in 100-foot increments to the existing wooden fence. It would be unveiled in spring 2020 to celebrate the town’s 350<sup>th</sup> anniversary. New books will be rotated into the display on a regular basis. The C. P. & R. Department will be responsible for frame installation, maintenance and removal during the winter months. Mr. Fallon made a motion to have the C. P. & R. Commission support the plan for the StoryWalk on Ironhorse Boulevard. Ms. Coppinger seconded the motion. All were in favor. The motion passed.

*Golf Course Business Plan – Review and Seek Endorsement.* A 15-page report titled, “Simsbury Farms Golf Course Draft/ Business Plan: Updated August 2018,” was distributed. Mr. Wetjen, Mr. Wallace, Golf Course Superintendent, and Mr. Verrengia, PGA Golf Professional, recently updated the document to include the new seasonal promotions, point-of-sale system, and single-rate pricing structure. Ms. Coppinger made a motion to approve the SFGC Draft Business Plan, updated as of February 2019. Mr. Fallon seconded the motion. All were in favor. The motion passed.

*SFGC Men’s Club Tee Sign Sponsorship Program.* Added to the agenda. For years now, the Men’s Club has organized and run a tee sign sponsorship program. It typically brings in around \$7000, which is generously donated back to the golf course for a variety of projects. Mr. Bush reported that since they have been raising the money, they would like a say in how the money is spent. He felt that this request was fair, and that they should be involved. While the final decision would be made by Mr. Wallace and Mr. Tyburski, Men’s Club members could choose options from an up-to-date project priority list.

## **Adjourn**

Mr. Fallon made a motion to adjourn the meeting. Mr. Wetjen seconded the motion. All were in favor. The meeting was adjourned at 7 p.m.

## **Next Meeting**

The next Regular Meeting of the C. P. & R. Commission is scheduled for Thursday, March 21, 2019 at 7 p.m. in the Main Meeting Room of Town Hall.

Respectfully submitted,

Lorrie McElligott, Commission Clerk