



TOWN OF OXFORD

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
www.Oxford-CT.gov

Parks & Recreation Commission

Monday, May 1, 2017

Regular Meeting

Oxford Town Hall

Call to Order

Chairman Glen Schumitz called the meeting to order at 7:00 P.M.

Present: Chairman Glen Schumitz, Vice-Chairman Tom Federowicz, Jennifer Mahmood, Treasurer Jim Leach, Kenn Maher, Secretary Kelly Weymer, Christine Bavone, Joyce Silberkleit and Director Kyra Nesteriak.

Absent: Greg Baktis

Amendment to the Agenda

MOTION made by Kelly Weymer to amend the agenda to add Helmo's, LLC Peddler's Permit and Young Entrepreneurs Cotton Candy Peddler's Permit and move Peddler's Permit(s) before Audience of Citizen's. This was seconded by Tom Federowicz. All Ayes.

Peddler's Permit(s)

Dad's Food Truck – **MOTION** made by Kelly Weymer to approve Dad's Food Truck/Popcorn Truck Peddler's Permit with the following restrictions:

1. No selling at Posypanko Park on Babe Ruth's Opening Day (Date TBD)
2. No selling at Posypanko Park during the summer camp hours of Monday - Friday 7:30 AM- 5:00 PM from July 10, 2017 to August 18, 2017
3. No selling at Oxford's Food & Arts Fest on June 11, 2017 unless a paid and approved vendor for that event.

This was seconded by Kenn Maher. All Ayes

Super Softy – **MOTION** made by Kelly Weymer to approve Super Softy's Peddler's Permit with the following restrictions:

1. No selling at Posypanko Park on Babe Ruth's Opening Day (Date TBD)
2. No selling at Posypanko Park during the summer camp hours of Monday - Friday 7:30 AM- 5:00 PM from July 10, 2017 to August 18, 2017
3. No selling at Jackson Cove during "Summer Nights at The Beach" series (Tuesday Nights)
4. No selling at Oxford's Food & Arts Fest on June 11, 2017 unless a paid and approved vendor for that event.

This was seconded by Kenn Maher. All Ayes

Helmo's, LLC – **MOTION** made by Kelly Weymer to approve Helmo's, LLC Peddler's Permit with the following restrictions:

1. No selling at Posypanko Park on Babe Ruth's Opening Day (Date TBD)
2. No selling at Posypanko Park during the summer camp hours of Monday - Friday 7:30 AM- 5:00 PM from July 10, 2017 to August 18, 2017
3. No selling at Jackson Cove during "Summer Nights at The Beach" series (Tuesday Nights)
4. No selling at Oxford's Food & Arts Fest on June 11, 2017 unless a paid and approved vendor for that event.

This was seconded by Jim Leach. All Ayes

Young Entrepreneurs Cotton Candy – **MOTION** made by Kelly Weymer to approve Young Entrepreneurs Cotton Candy Peddler's Permit with the following restrictions and **CONTINGENT UPON** the submittal of an approved Health Department permit:

1. No selling at Posypanko Park on Babe Ruth's Opening Day (Date TBD)
2. No selling at Posypanko Park during the summer camp hours of Monday - Friday 7:30 AM- 5:00 PM from July 10, 2017 to August 18, 2017
3. No selling at Jackson Cove during "Summer Nights at The Beach" series (Tuesday Nights)
4. No selling at Oxford's Food & Arts Fest on June 11, 2017 unless a paid and approved vendor for that event.

This was seconded by Tom Federowicz. All Ayes

Audience of Citizens – None

Review and Approval of Minutes

MOTION by Glen Schumitz to approve the Regular Meeting minutes of 3/6/17 as presented. This was seconded by Tom Federowicz. All (7) Ayes, 1 Abstention (K. Maher).

MOTION by Tom Federowicz to approve the Regular Meeting minutes of 4/3/17 as presented. This was seconded by Jim Leach. All (6) Ayes, 2 Abstentions (K. Maher, J. Silberkleit).

Correspondence – None

Treasurer's Report

Treasurer's Report was distributed and reviewed. Director Kyra Nesteriak answered the commission's concern from last meeting as to the Director's Wages line item being in the negative. She explained that this included past Director Debbie Gatto's paid back time (sick, personal, vacation, etc.) She also answered that the internet line item is over due to all of the cameras at the parks.

There was discussion on the Summer Programs – Special; this is for residents who may be unable to pay for summer camp. Also on the Maintenance line item; the contractor bills slowly/late. Summer Concerts line item was discussed; it was explained that more money will be coming in through a sponsorship.

MOTION by Kelly Weymer to approve the Treasurer's Report as presented. This was seconded by Joyce Silberkleit. All Ayes.

Review and Approval of Bills – None

Director's Report

Director Kyra Nesteriak reminded the commission that the Food & Arts Fest is on Sunday, June 11, 2017 from 12 – 6. She asked for any and all volunteers and explained that Event Staff T-shirts are available. She will utilize some of the summer staff for this event as well. She also explained that she will be ordering commission members new shirts.

Summer Camp registrations are doing well. There are 109 travel teams and 108 Huskies. She is still in the process of interviewing counselors but all lifeguards will be returning. Kyra explained that there will be new programs available; tennis at Ryan's Courts and basketball camps at the High School. The Boy's Camp will have pizza and guest lecturers.

Kyra stated that Jackson Cove passes go on sale beginning May 15th. They will be available to purchase at the gate now too. Jackson Cove will officially open Memorial Day weekend. The docks will be going in prior to then.

Landscape Maintenance Contract

The contracts were distributed and reviewed. There were concerns over the quality of work the contractor is and has been doing. When the re-bidding was recently done, these concerns were expressed to both the Board of Selectmen and the Board of Finance. Both boards asked for proof or backup to the concerns. As they would not take the word of commission members or the Director, they awarded the bid to the same contractor. However, the bid was only awarded for one year.

Kyra has been reviewing the contracts to ensure the contractor is in compliance. Some concerns and questions are: what kind of fertilizer is being used, were any soil samples taken and what do the soil samples show, home-plate at the Oxford Glen softball field is not set correctly, the soccer field at Quaker Farms School was only partially mowed. Kyra explained that the contractor is responsible for these per the contract and are supposed to be addressed in a timely fashion. She has asked everyone to inform her of any and all concerns so they can be documented and we will go from there. She further explained that the contractor is very hard to get a hold of as he does not text or email and when she called him he did not answer as he did not recognize her number. Kyra welcomes input from all.

It was pointed out that there were four (4) bids all together and both Board of Selectmen and Board of Finance approved this bid. Past Director Gatto did fight for the second lowest bidder but the boards both wanted proof of violations or concerns. The current contractor was asked to give a schedule of his work and has yet to do so. It was pointed out that he can coordinate his work with the fields with the schools and leagues and then inform the Director of where and when he will be. Kyra welcomes commission members input with the reviewing and re-writing of this bid. It was brought up that maybe the town can split this contract: a lawn maintenance and a field maintenance. Some companies have knowledge and experience over one and not the other.

Committee and Liaison Reports

Glen Schumitz explained that work at Aggie Park started back up a few weeks ago. He met with the contractor and the Town Engineer. The contractor is stating that work should be complete in about six (6) weeks. However, he is going to ask their definition of complete. He commented that the turf and parking lot look great but work still needs to be done (back stops, fencing, walking track). He also has concerns over erosion, seeding and a natural spring on one slope that has been a major issue since the beginning. However, the contractor is still responsible for the project ninety (90) days after completion. This means they will have to mow and maintain the property at least until August.

Signs are in the process of being made. The First Selectman has decided to dedicate one of the fields after Emily Yish and will be dedicating a field to another young individual. However, the commission was in agreement that the other field should be dedicated to our past Director; Glen will fight for this.

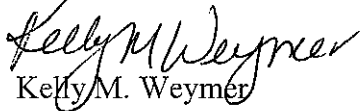
Other Business - None

Adjournment

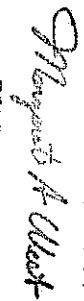
MOTION by Kelly Weymer to adjourn the meeting at 8:00 P.M. This was seconded by Joyce Silberkleit. All Ayes.

FILED SUBJECT TO APPROVAL

Respectfully submitted,



Kelly M. Weymer
Parks & Recreation Commission Secretary

17 MAY -2 PM 1:49
TOWN OF OXFORD, CT

TOWN CLERK