



Town of Redding Park and Recreation Commission

REDDING PARK & RECREATION COMMISSION MINUTES

Monday, January 8, 2024 7:00pm – In person

Redding Community Center – Multi-Purpose Room

Present: Angela Caes, Rob Blick, Pete Graziano, Lorcan O’Connor, William Rook, (all in person);

Jaymie Massaro, Patrick Schuchard, Tami O’Connor; Mary Lou Carlson,(Via Zoom);

Brett Chapin (Absent)

Quorum Met:

CALL TO ORDER

Ms. Caes called the meeting to order at 7:10pm.

MEETING MINUTES

Ms. Caes asked for a motion to approve the December 4, 2023 minutes.

Motion Mr. Graziano, Second Ms. O’Connor.

Passed unanimously.

PUBLIC COMMENT

None

LETTERS OF CORRESPONDENCE

None from public

Ms. Caes commented on the success of the Holiday Tree Lighting with the Menorah and the green being festive for the holidays. Shared some positive feedback on the Ski Club.

REQUEST FOR PROPOSALS UPDATES

- Walking Path Status & Next Steps:

The State has assigned a new Project Manager for our STEAP Grant application who will oversee the process. Julia has contacted them so as to keep the project moving in the right direction. We have 3 quotes from companies responding to the RFP's that were submitted before we lost the state Project Manager who was previously working with us. Ms. Massaro will reach out to Julia to begin trying to schedule interviews by the Walking Path Committee and Selectman to recommend a vendor to move forward with.

- Topstone Park Status & Next Steps

Ms. Caes reached out to Bears Playground equipment co. to get proposals on the scope of project. There are also other companies that will be contacted to give proposals for the same scope of work.

Mr. Blick suggested that selection of equipment and items is important.

Ms. Carlson asked if we have plans to have someone oversee the project.

The project should be able to have Topstone Committee members and or Commission members handle it along with Town departments such as the tree warden given the scope of work.

DIRECTORS REPORT

Ms. Caes asked if the Commission had read the Directors report and it was acknowledged that it was read.

Ms. Massaro asked about the reason for canceling the December Break camp.

Mr. Blick replied that there was a significant lack of enrollment that led to the cancelation of the program that would need at least 10 participants to effectively run.

Ms. Caes asked about the numbers of the Basketball and other winter enrollments.

Mr. Blick gave an overview of the programs and commented that the basketball league is doing well and there are many participants in multiple programs who sign up late.

Ms. Caes commented that communication of programs as possibly the reason for town residents not being aware of what Park and Recreation offer contributes to

late sign-ups.

Mr. Blick explained that Ms. Wadsworth is working on ways to increase getting the word out about camps, leagues and programs (instagram, email blasts and other avenues).

A commission discussion about ways to increase earlier sign-ups included an early sign up discount or a late sign up fee also.

Mr. Rook suggested visiting JRMS to increase awareness of upcoming programs and rental opportunities.

Ms. Carlson suggested that communication be available during town voting days.

Mr. Graziano asked about the increase in training for the WebTrack software that is being used.

Mr. Blick explained the increase in detail.

Ms. Carlson asked about the Counselor in Training program that the Park and Recreation uses to attract new camp counselors to employ for youth programs.

Mr. Blick gave an update on the program and how it is used.

DISCUSSION OF PREVIOUS BUSINESS

- 2024-2025 Budget

M. Blick shared the budget Proposal with the Selectman and it was initially supported with a deeper understanding at the Budget presentation on Friday January 12th, 2024.

Some of the items include increases in the minimum wage, with the increase of online payments comes an increase in credit card fees that contribute to an increase in programming cost. New fencing for the community garden. A town wide needs assessment to evaluate the use of town fields and buildings in which programs and activities are being run to effectively use and possibly expand to accommodate current and future programs and usage.

Mr. Blick provided information on the early voting schedule that will be utilizing space within the Park and Recreation building and will have an effect on space we use to run certain programs.

NEW BUSINESS OR INITIATIVES

- For Action: 2024 Park and Recreation Commission Meeting Calendar.

Mr. Blick provided mostly meeting topics and the commission discussed and adjusted.

CALENDAR OF COMMISSION MEETING TOPICS

January	Planning For Budget Presentation
February	Promotions
March	Extended Day, Staffing, Community Garden
April	Basketball Leagues, Volunteers
May	Preschool Programs, Special Events
June	Field Scheduling, Space Constraints, Community use of Facilities
July	No Meeting
August	Field Maintenance, Brochure, Community Garden
September	Review of Goals and Initiatives
October	Topstone Park, Summer Camp
November	Open Gym, Them for Budget
December	Fitness, Details for Budget

Mr. Graziano motioned to approve. Ms. O'Connor second.

Motion Passed.

Ms. O'Connor motioned to Adjourn.

Mr. Rook Second.

Meeting Adjourned at 9:00 p.m.

Submitted by Pete Graziano

Next Meeting 2/5/2024