

**Portland Parks and Recreation Commission**  
**Meeting Minutes**  
**Monday, March 14, 2022 (via Zoom)**

<https://us02web.zoom.us/j/85977382024?pwd=RnQ3cjlvSFU4RXpZbWhCVHNDVGyWQT09>

Meeting ID: 859 7738 2024

Passcode: Portland

**Present:**

Commission Members: Karen Agogliati, Chair, Kevin Backman, Chris Donahue, Deb Rooth, Brian O'Connor

Others: Staff: Nate Foley, Director of Parks and Recreation, Ralph Zampano, Board of Selectmen Liaison to the Parks and Recreation Commission

**Absent:**

Commission Members: Amanda Herzog, Alt., Peter Filanda, Alt.

**1. Call to order**

Karen Agogliati, Chair, called the meeting to order at 6:01 p.m.

**2. Appointment of Alternates**

Karen Agogliati, Chair, confirmed that no appointment of alternates was necessary.

**3. Approval of Agenda**

Kevin Backman made a motion to approve the agenda as presented and Chris Donahue seconded the motion.

The motion was approved unanimously.

**4. Approval of Minutes**

Chris Donahue made a motion to approve the minutes of February 14, 2022 as presented and Kevin Backman seconded the motion.

The motion was approved unanimously.

## **5. Correspondences/Communications**

Nate Foley said that the mask mandate has been lifted for public buildings in Portland and is optional for those who feel uncomfortable, but strongly recommended for those who are not fully vaccinated. Town meetings will resume in person beginning April 1, 2022.

Chris Donahue made a motion to resume meeting in person beginning on April 11<sup>th</sup> and to update meeting calendar to reflect in-person attendance. Deb Rooth seconded the motion.

Nate will submit an updated calendar of meetings to Town Hall reflecting that future meetings will take place in person at the Buck Foreman Community Center, 265 Main Street – in the Parks & Recreation Office rather than continue via zoom.

The motion was approved unanimously.

Nate Foley had discussions on operating and opening of concession stands for little league and soccer. He will be meeting on Thursday, March 17 with Zac Jezek (Chatham Health District) with a walkthrough and familiarization of process for opening and operation. Nate will provide a recap of Thursday's meeting to the commission members.

Nate Foley said that he was approached by Lou Pear on behalf of the Airline Trail Committee who asked if Park and Rec would be interested in partnering during Trails Day on April 23. It would include participating/recruiting for the hike. Nate will provide specifics to the commission members once more details are received.

## **6. Public Comments**

James Bolstridge – Portland Little League said that fence should be extended at the first baseline of the lower right field for safety reasons. For tournament play fences are required from dugouts to outfield. Nate mentioned that enclosed fence may require a swing gate for emergency vehicles.

## **7. Old Business**

### **a. Portland Recreational Complex**

Nate Foley said that all as built documents have been received and distributed. Final installation of splash pad components; activator button and water level sensor will be taken care of when freezing weather conditions have passed. Closing out the bond is in progress and Nate is gathering design samples so that the plaque can be purchased. Nate has received one sample for signage and is hoping to receive two more from Hartford Sign and Design. Pictures of the faulty locking mechanism have been sent to Nick DeRita – pin does not line up with concrete. Nick will address this. Nate will discuss moving the brownstone with Bob. Ralph Zampano said that a homeowner may be clearing out trees and that some of them are within park property lines. Nate said that he met with Ryan Curley about the bathrooms. Ryan has approved a temporary part-time position for opening/closing of the bathrooms along with corresponding checklists of responsibilities. The position will be 10 – 12 hours per week and is advertised on the town website and River East. Hours will align with peak season for the splash pad. Nate will request hours of 7:00 am – 8:30 pm beginning Memorial Day and ending on Labor Day. People who have expressed interest in the position will be contacted by Nate.

## b. Easter Egg Hunt

Nate Foley shared the flyer with the commission members. A plan for the day event day tentatively consists of the following: A table will be set up at the event for information, and coloring activities for children. Nate will be purchasing candy at Sam's Club and encouraged commission members to purchase/contribute candy and plastic eggs also. Candy and plastic eggs can be dropped off at the Parks and Rec office. Prizes will be awarded to those who have found gold, silver and bronze eggs. Age groups have been broken down as: 1&2; 3&4; 5, 6, 7; 8, 9,10. There will be 2 winners from each age group. Commission members will meet one week prior to the event to fill eggs and put together baskets. Nate will provide information as time draws near. Nate is hoping for additional activities such as face painting and a sack race. Commission members will meet at 7:30 am to set up for the Easter Egg Hunt on the day of the event.

Ali Sinicrope – Middletown Staging Company. Nate Foley said that Parks and Rec cannot take on the theater program, at this time but is happy to promote or share information if needed.

## 8. New Business

### a. Summer Quest

Nate Foley said that registration is open for the three Summer Quest programs. He will be seeking employees especially in the 20-year-old group to fill leadership roles. The program is scheduled to run from June 27 through August 19.

Andy has been reaching out to venues for field trips; mini golf, Yard Goats, laser tag, etc. M&J has provided transportation in the past and prices will be similar this year.

Nate said that the concert series will take place during July and August. Dates are July 12, 19, 26 and August 2 and 9 at 6:30 pm. Make up dates are August 16 and 23<sup>rd</sup> at 6:30 p.m. Liberty Bank has agreed to be a sponsor for the concerts and will try to arrange for the ice cream truck. Nate will work to have the Cert Team and Police Explorers on hand for extra assistance.

Golf Clinics and outdoor tennis are also being planned.

Nate Foley said that there was vandalization at Rose Hill where dugouts and sheds were spray painted with graffiti. It was suggested that a work party be organized to paint the door frames and openings on the sheds.

## 9. Next Meeting

The Commission will meet next on Monday, April 11, 2022 at 6:00 p.m. at the Buck-Foreman Community Center, 265 Main Street in the Parks & Recreation Office.

## 10. Motion to Adjourn

A motion to adjourn was made by Kevin Backman and Chris Donahue seconded the motion.

The motion was approved unanimously.

The meeting adjourned at 7:00 p.m.

Respectfully submitted,

*Dawn Guite*

Dawn Guite, Recording Secretary