

**Portland Parks and Recreation Commission**

**Meeting Minutes**

**Monday, January 9, 2023**

**Buck-Foreman Community Center**

**Parks & Recreation Office**

**265 Main Street**

**Present:** Commission Members: Karen Agogliati, Chair, Kevin Backman, Chris Donahue, Brian O'Connor, Deb Rooth (*left meeting at 6:55 p.m.*)

**Also:** Ralph Zampano, Board of Selectmen Liaison to the Parks and Recreation Commission, Andy Dionne, Parks and Recreation Director, Ryan Curley, First Selectman.

**Absent:** Peter Filanda, Alt., Amanda Herzog, Alt.

**1. Call to order**

Karen Agogliati called the meeting to order at 6:00 p.m.

**2. Roll Call/Appointment of Alternates**

No action.

**3. Approval of Agenda**

Chris Donahue made a motion to approve the agenda as presented. Kevin Backman seconded the motion which was approved unanimously.

**4. Approval of Minutes**

Kevin Backman made a motion to approve minutes for Regular Meeting on December 12, 2022 and seconded by Deb Rooth. The motion was approved unanimously.

**5. Action Items:**

**a.) Sponsorship Sign Permit**

There was a discussion about the Sponsorship Sign Permit. Questions were raised regarding Option 1 – Individual Business pricing and Permit Application Fee of \$25.00; should it be a one-time fee, should it be waived, or included as part of the non-profit percentage (consider raising percentage).

Suggestions was made that non-profit organizations be responsible for completion and submission of applications to minimize administrative work for the PRC office as it is currently staffed by one person. Team roster percentages for leagues will be confirmed. Current stat, of 67%, is from the Town of Cromwell.

Option 1 – Individual Business; prices gathered from Town of Avon’s program, will be researched further by consulting fee structures of nearby towns – East Haddam and Durham.

Option 2 – Portland Youth Leagues or In-Town Non-profits; individual business fee is waived and organizations pay fees for 1, 2, or 5 seasons.

Format, text, content, color rendering and installation of signs will be per instructions and pre-approval by the town.

A special meeting will be scheduled on January 23<sup>rd</sup> to decide on the specifics of the Sponsorship Sign Permit so that it can be presented at the Board of Selectmen meeting. Specifics include permit application fee, non-profit percentage, length of season, sign approval procedure – wording, logos, color schemes, images, material, and size(s).

**b.) Youth Recreation Basketball**

Youth Recreation Basketball has begun.

Grades 1 and 2 Fundamentals

Date(s)	Day(s)	Age(s)	Grade(s)	Openings	Remaining
1/9/2023 - 3/13/2023	Mon	- Not specified	1 - 2	23	FULL

Skyhawks - First Grade Basketball Clinic

Date(s)	Day(s)	Age(s)	Grade(s)	Openings	Remaining
1/7/2023 - 2/11/2023	Sat	- Not specified	1	10	FULL

Skyhawks - Kindergarten Basketball Clinic

Date(s)	Day(s)	Age(s)	Grade(s)	Openings	Remaining
1/7/2023 - 2/11/2023	Sat	- Not specified	K	10	FULL

Skyhawks - Second Grade Boys Basketball Clinic

Date(s)	Day(s)	Age(s)	Grade(s)	Openings	Remaining
1/7/2023 - 2/11/2023	Sat	- Not specified	2	10	FULL

Skyhawks - Second Grade Girls Basketball Clinic

Date(s)	Day(s)	Age(s)	Grade(s)	Openings	Remaining
1/7/2023 - 2/11/2023	Sat	- Not specified	2	10	FULL

In summary, we have 127 children participating in our Grades 3-8 Boys and Girls Youth Basketball Leagues. We have a total of 9 teams and play games on Saturdays at Brownstone Intermediate School and Gildersleeve School. We play teams from East Haddam, Haddam-Killingworth and Cromwell.

I also wanted to mention that the Grades 1 and 2 Fundamentals program has a max of 25. We currently have 25 children enrolled in the program.

**c.) Easter Egg Hunt**

Easter Egg Hunt is scheduled for April 1, 2023 at 10:00 am. Raindate is April 2, 2023 at 1:00 pm. Prizes will be awarded to those who find gold, silver and bronze eggs. Age groups will be broken down as: 1&2; 3&4; 5, 6, 7; 8, 9,10. Additional signage to direct meeting of age groups will be available. There will be 2 winners from each age group. Commission members are encouraged to purchase/contribute candy and fill plastic eggs. Members will meet early to set up the Easter Egg Hunt on the day of the event.

**6. Public Comments**

There were no public comments.

**7. Adjourn**

A motion to adjourn was made by Karen Agogliati and Kevin Backman seconded the motion. The motion was approved unanimously. The meeting adjourned at 7:45 p.m.

Respectfully submitted,

*Dawn Guite*

Recording Secretary