

# APPROVED COPY

## Parks Commission Meeting Minutes

November 9, 2011 at Legion Hall

ATTENDEES: Don Black, Jeff Ohringer, Laurie Smigelski, Jon Strauss

ABSENT: Dave Howes

GUESTS: None

MEETING OPENED: Mr. Black opened the meeting at 7:00pm.

READING OF THE MINUTES: Minutes for the October 26th meeting were read. They were unanimously approved.

### BILLS SIGNED:

- Triangle Portable Services                      \$ 595.00
- Waste Management                                      \$ 84.85

CORRESPONDENCE - None

FIELD USE REQUESTS - None

REPORTS - None

### OLD BUSINESS

- The Soccer representatives could not come to this meeting. They will be invited to the January meeting.
- Evan's Rink will be set up at the end of November or the beginning of December. It will need a new liner.

## NEW BUSINESS

- FY13 Budget discussion
  - There was discussion whether the ten hours per month for Ms. Babcock's administrative assistant position would be sufficient given that there are now two meetings per month during the playing seasons. It was the consensus of everyone that it should be sufficient.
  - There was much discussion over whether to add items into the budget that the individual organizations using the fields are paying for now. The discussion focused on whether the Parks Department should be paying for them. No decisions were made.
  - Much discussion was generated on the state of the parking areas at Cow Pond fields. The issue was whether the DPW would be able to fix these areas in a timely fashion or should money be put in the budget to have it done by another company. If so, a capital plan would have to be put together as the budget is made up of maintenance items, not capital items and the scope of the project is greater than maintenance. No decisions were made.
  - Preliminary budgets are due December 1<sup>st</sup>. Mr. Black will put together the preliminary budget numbers and justifications. He will e-mail these to the Commissioners for discussion at the December meeting.

ADJOURN/NEXT MEETING: Laurie Smigelski made a motion to adjourn the meeting and Jon Strauss seconded it. Mr. Black adjourned the meeting at 7:48pm. The next meeting will be held at the Legion Hall on Wednesday, December 14<sup>th</sup> at 7:00pm.

Respectively Submitted,

Becky Babcock

Administrative Assistant

Parks Commission