

## **Parks and Recreation Advisory Board Meeting**

May 20, 2019, 5:30-6:40 pm

Town Hall Room 217

Members in Attendance: Shawna Kitzman, Brian Clifford, Robin Collins, Terry Schmitt, Tanja Low, Sarah Needham, Kim Evans

Members Absent: Greg Shimer, John Minze

Non-member in Attendance: Helen Rubino-Turco

1. Suggestion of rotating members taking minutes; all in favor. Brian Clifford volunteered to take next meeting's minutes.
2. Review of staffing changes
3. Parks Update:
  - a. Capital Projects
    - i. Wolcott Park – Town funds covered improvements to tennis and basketball courts with post tension concrete, which is nearly complete. State Bond Commission funds for Wolcott (\$750K) will cover remaining improvements. Next phase is electrical infrastructure. Energy rebates will be received due to replacement of lights.
    - ii. Planned replacement of restroom in Eisenhower Park to make handicap accessible (two unisex ADA compliant bathrooms – separate from the pool facilities). Should be approved as a Fall project.
    - iii. Lower restrooms in Fernridge Park – replacement with unisex ADA compliant bathrooms. Work will be complete prior to Memorial Day.
    - iv. Sterling Field complex – renovations to be done in 2 phases. Phase 1 begins soon to address inside the track; Phase 2 this fall will be for remainder of site.
    - v. ADA compliant improvements paid for by CDBG funds; Sterling Field partly funded by CDBG because improvements are in a low-to-moderate income area.
  - b. Ten Minute Walk Progress
    - i. Parks BINGO game in development to encourage community engagement in town parks and natural environment. Complete a BINGO and get a ticket (twelve chances). Tickets will be entered into a drawing for a free pair of shoes from Fleet Feet. Residents must submit completed BINGO sheets to Town Hall Leisure Services. Community competition ends 10/31/19.
    - ii. Game will be distributed at Celebrate West Hartford's Leisure Services booth, and Town facilities; Town is coordinating promotions of the campaign.
  - c. Feast on the Farm – September 27
    - i. Planning Committee meeting on June 17 at 5:00 pm in the Hunter Room at Westmoor Park.
    - ii. Fundraiser. Four-course meal, communal seating, money goes to capital improvements at Westmoor Park. Outdoor classroom is next on the list – used by education programs, scouts, campers, etc.

4. Recreation Update:
  - a. Celebrate West Hartford – June 1 & 2
    - i. Looking for volunteers to set up, clean up or sell tickets.
  - b. New Leisure Services Point of Sale System
    - i. Rec-Desk will replace current system, starting for fall programs. Has been piloted at Cornerstone and works well. Much more flexibility, all records are maintained online. PR starting August 1. The board discussed security of online medical records.
    - ii. Families may begin creating accounts online this summer, in advance of Fall program registration, which begins mid-August.
  - c. Regional RFP for Bike Share Program
    - i. West Hartford will join a regional effort to seek a docked bike share system. This decision is based on observation of Hartford's pilot program, and tight zoning regulations. The town has also identified disinterest in scooters due to safety and liability. Regional RFP to go out by early June.
  - d. Fall Program Planning: Enrichment programs
    - i. WHPS Continuing Ed will no longer provide enrichment programs, many of which did not earn money. The town is working with Continuing Ed to explore and potentially continue operating the more successful programs (those that made money or at least covered costs). The Town of Farmington will take over trip commitments through the end of the year.
  
5. Next Meeting: June 17, 5:30 pm in Town Hall Room 217