

Madison Beach and Recreation Commission
Monthly Meeting
April 2, 2019

In attendance: Rob Card, Mary Pat Nardino, Pam Greene, Shane Kokoruda, Vince Dussick, Scot Erskine (Director), Linda LaSance (Assistant Director), Bill Piggott (Salt Meadow Park), Ted Rahmann (Bauer Park)

Guests/members of the public in attendance: Bill Carroll, 26 Scotland Avenue

Absent: Bruce Wilson, Joe Oslander, Virginia Raff

Meeting called to order by Chair Rob Card at 7:00 p.m.

I. Approval of the Minutes dated March 5, 2019

Motion to approve the minutes by Kokoruda, seconded by Nardino. Corrections made during discussion:

- Chair's Report should read: "A. Rob Card met with First Selectman Tom Banisch. Major takeaways from their discussion include:"
- Ginny Raff submitted the following corrections to the report on the Greenway Trail:
 - i. The Shoreline Greenway Trail does not have plans to seek more funding until the Town of Madison decides what it is going to do with a grant originally awarded to the Town from the Federal Highway Administration through the State Department of Transportation (DOT). The Town controls most of the money, but not the Trail. It will be matched by the required 20% through a grant from the State to the Trail organization itself.
 - ii. The Bicycle and Pedestrian Advisory Committee (BPAC) is creating a master plan for biking and walking in Madison that will ideally connect not only the train station, Bauer Park, and the beach, but all key points in town including schools, library, shops and offices, other parks and athletic fields, etc., and to connect to neighboring towns.
- Change under Facilities and Grounds item ii: 80% of work on the concession stand has been completed at the Surf Club. (not Strong Field)

Motion to accept March minutes as amended made by Nardino, seconded by Kokoruda, and the minutes were approved unanimously as amended.

II. Public Comments: None

III. Chairman's Report/Correspondence

- A. Rob Card appreciated emailed comments from MP Nardino regarding communications protocol and FOIA guidelines and will defer discussion to New Business.
- B. FOIA requires that meeting agendas be posted by the Thursday before our scheduled meetings on the first Tuesday of the month so Commission members who would like to place an item on the agenda should please do so by the Wednesday prior to scheduled meetings.

IV. Section Reports:

- A. Greenway Trail: Scot Erskine shared updates submitted by Ginny Raff
 - i. Greenway Trail is still struggling with what to do with the Federal grant.
 - ii. The Greenway Trail annual meeting will be held on May 19 at 1:00 pm at Hammonasset State Park. All are welcome to attend.
- B. Salt Meadow Park Report: Bill Piggott reporting
 - i. Bill shared a flyer for the 2019 Summer Music Festival that is being planned for Sunday, June 9 from 1:00-7:30 pm. The festival will feature 7 bands with a mix of rock and folk music. Food trucks will be invited to provide food at the event. If it goes well, the Salt Meadow Park Committee will consider making this an annual event.
- C. Bauer Park Report: Ted Rahmann reporting
 - i. Planning is well underway for the Bauer Park Harvest Festival to be held on Saturday, October 19, 2019, and The Exchange Club is considering providing food for the event as a fundraiser for their organization.
 - ii. All members of the Beach & Rec Commission are invited to attend the Bauer Park Committee meeting on June 26 to walk the grounds and discuss their 5-year plan and future vision for Bauer Park.
 - iii. Community gardens are up and running.
- D. Rockland Preserve: Scot Erskine shared updates submitted by Joe Oslander
 - i. Joe Oslander and colleagues Jon and Jason met with the Regional Water Authority (RWA) for a single-track walk on a trail being rerouted and a trail that is several years in use from the North gate. The hike was about 1.5 hours and provided the opportunity to ask questions and learn how the trails are designed, how dry they are, and the safety factors that are considered in designing a trail. In response to an interest in learning more about the subject, Dave Anderson will be obtaining a manual for designing and constructing bike trails and there will be follow-up discussions in about 2 weeks.
 - ii. A portable toilet at the Route 79 entrance was clean and in place for busy use on Saturday.
- E. Facilities and Grounds: Scot Erskine reporting
 - i. All fields are open, and lines have been painted out for lacrosse and soccer.
 - ii. Ground anchor plugs have been disappearing on the fields, not sure why.

- iii. The public has been asking about bathrooms and picnic tables and crews are getting to these things as quickly as possible. Water will be turned on by April 15, but the timing for completion will depend on the weather.
- iv. Priority is being given first to the High School sports, and second to Youth sports. (Beach and Rec crews mow, line, and maintain all High School fields.)
- v. Sand is needed at the surf club; natural erosion has left the beach rocky. B&R crews will be extending the stairs and the ramp to the new beach level and try to regrade.
- vi. The shared use path is completed at the Surf Club and they are working on drainage.
- vii. Tilcon will be paving soon.

F. Programs: Scot Erskine and Linda LaSance reporting

- i. Summer programs have been added to the Department website and enrollment is going well. Registration will be ongoing.
- ii. They are working to make navigation and the search function easier on the B&R website.

G. Personnel: Scot Erskine reporting

- i. Scot is in the process of conducting interviews to fill summer positions in the next few weeks including 12 full-time beach personnel and 5 grounds workers.
- ii. Scot is trying to secure lifeguards this summer, but may not have enough qualified applicants to fill the number of slots necessary. In this case, signage will be posted at the beaches to cover Town insurance requirements.
- iii. Vince Dussich voiced a concern about safety and the need for landline payphones at Town beaches and park facilities where cell service is spotty. Card suggested that Vince continue this discussion with Scot outside of the current meeting and add it to the agenda for the next meeting.

V. Old Business

A. Citizen Survey Update: Shane Kokoruda reporting

- i. Shane needs to go back to comments he has already gathered to begin drafting the proposed citizen survey. A target date for the survey was set for the end of June 2019.

B. Parking Management Plan Update: Scot Erskine reporting

- i. Scot shared a draft press release that will be distributed through local media sources to announce the new online beach pass process. Information will go out through mass emails on the Town listserv, the B&R Department client database, and to *The Source*.
- ii. The contract agreement with Complus is still in the process of review by Town Counsel, and Scot is still working out final technical details of implementation with Complus.
- iii. The new system will have dash passes as well as license plate monitoring.

- iv. Details are still being worked out to accommodate parking for sports teams' events.
- v. B&R will only be checking for violations of parking time; other parking violations will be covered and enforced by the Madison Police Dept.
- vi. Policy regarding the hours of enforcement and number of warnings before issuing a ticket was discussed by the Commission. These policies will be recommended to the Board of Selectmen for the 2019 beach pass season:
 - 1. Number of Warnings before Ticketing: Kokoruda made a motion that during the 2019 beach pass season, the Town will issue one warning prior to ticketing during the period beginning May 25 through September 2, 2019. Seconded by Nardino, the motion passed with 4 in favor and 1 abstention.
 - 2. Hours of Enforcement: Kokoruda made a motion to establish hours of enforcement during the 2019 beach pass season as 10:00 AM to 5:00 PM during the period beginning May 25 through September 2, 2019. Seconded by Greene, the motion passed unanimously.

VI. New Business:

A. Outreach and Communications Protocol – Discussion

- i. Kokoruda suggested that this was two separate discussions, one about process and one about goals and objectives. Discussion in this meeting centered on process.
- ii. Greene asked a question about whether members serving on the B&R Commission could submit a letter-to-the-editor (LTE) as an individual identifying themselves as serving on the Commission if it was a B&R related issue. It was agreed that members could submit an LTE as a Commissioner individually as long as it was clear that the letter did not express/represent the opinions of the Commission as a whole.
- iii. Regarding press releases or other communications submitted on behalf of the Commission as a whole, Nardino provided clarifications that all decision-making needs to happen at a meeting: communications must remain as established and voted on during a meeting; anyone who was not at the meeting to take the vote should not be able to recommend changes; changes require a special meeting to discuss and vote on changes.
- iv. There was a reminder that Commission members could not engage in significant dialogue via email because of Freedom of Information Act (FOIA) guidelines and requirements.

VII. Adjournment: Dussich made a motion to adjourn, seconded by Nardino. The meeting ended at 8:48 p.m.

Respectfully submitted,
Pamela Greene, Secretary