

OL Parks and Recreation Commission

Regular Meeting Minutes

01/02/25 – 6:00 PM

Hybrid Meeting (in person and telephone call-in)

In-person location: Meeting Hall, Town Hall, 52 Lyme Street, Old Lyme, CT

CALL TO ORDER

Chairman Bob Dunn called the meeting to order at 6:00 pm.

ATTENDANCE

In Person: Bob Dunn (Chairman), Mary Ellen Garbarino, Tim Gavin, Ryan Lee, Sara van Vliet, Winnie Edmed (Assistant PR Director)

Don Bugbee (Director)

On Phone: Missy Garvin, Brendan McKeever (Vice Chairman)

Absent:

Guests: NONE

APPROVE previous meeting minutes – December 5, 2024

Tim Gavin moved to accept the meeting minutes of December 5, 2024, and Ryan Lee seconded the motion. **SO VOTED.**

ELECTION OF OFFICERS

Mary Ellen Garbarino moved to move this agenda item to be included under NEW BUSINESS. Sara van Vliet seconded the motion. **SO VOTED.**

DIRECTOR'S REPORT – Presented by Don Bugbee

Update on PRC programs and facilities

Parks and Rec Programs

Rec-Desk registration is required for all Parks and Rec programs. All details are listed on Rec-Desk and are advertised on the Parks and Rec website, Facebook, and Instagram.

On-going Programs

Women's Basketball

The current session runs through February on either Mondays or Tuesdays, 7-8:30pm at the LOLHS gym. This schedule is adjusted around the high school basketball boys and girls' basketball schedules. There are currently 29 participants registered. The Spring sessions are to be determined.

Men's Basketball

The current sessions run through February on Wednesdays 7-9pm and on Sundays 10am-12 noon at the LOLHS gym. There are currently 27 participants registered. The Spring sessions are to be determined.

Adult Volleyball

This program is scheduled to run through June 12, on Thursdays, 7-9pm at the LOLHS gym. There are currently 31 participants registered.

Youth Basketball

Pre-K basketball is scheduled to run on Saturdays, January 4-February 8, 2025. There are currently 18 registered participants. Gr K-Gr 5 basketball is scheduled to run January 4-February 15, 2025. There are currently 141 participants registered. The programs will be held at both the high school and middle school gyms.

Facilities

As previously stated, all buildings are winterized and closed for the season.

Swim Lines

A meeting was held with the Don Bugbee, the First Selectwoman and the Harbor Master on Thursday, December 19 to discuss the 2025 swim line installation and the required permits. New floats and buoys are required to comply with current DEEP codes at Sound View, White Sand Beach and Hains Park. It was stated that the swim lines at the Sound View Beach area will now be under the Sound View Commission's responsibility. Parks and Rec will be responsible for White Sand Beach and Hains Park. Updates will be provided as things progress.

Budget Process

The Parks and Recreation budgets (Parks and Rec and TWP) were reviewed initially with the First Selectwoman and the Finance Director on Friday, December 20, and most recently on Monday, December 30 with the Board of Selectmen, the Finance Director, and several members of the Board of Finance. These reviews were productive, and no issues were noted. The final Board of Finance review has not been scheduled yet.

Don Bugbee spoke to the Commission regarding making Winnie Edmed a full-time employee as Assistant Director, changing her status from part time. This would increase her hours from 29 per week to 30. This would allow Winnie the benefit package available to all full time employees. There was a discussion.

Brendan McKeever moved to make Winnie Edmed a full time Town Employee (30 hours), and Tim Gavin seconded the motion. **SO VOTED.**

There was a discussion about the need or not for lifeguards at the Town beaches. This discussion was tabled to the February meeting.

OLD BUSINESS

Dredging at Hains Park / leech mitigation / meeting with Jacobson and Associates

Bob Dunn reported that he had no updates on this subject.

Goose mitigation at Hains Park / USDA Agreement

Sarah van Vliet moved to request money from the Town not to exceed \$5,000 for the expense of goose egg addling to be done this Spring by the USDA. The full amount would not be charged if services are not rendered. Mary Ellen Garbarino seconded the motion. **SO VOTED.**

Don Bugbee was instructed to request the same amount in the 2025 – 2026 budget.

Survey Monkey for Hains Park

Sara van Vliet and Missy Garvin reported that this is still a work in progress.

T-ball at Cross Lane

Bob Dunn, Don Bugbee, and Ryan Lee met with Matt Reed at Cross Lane Park to review placement of a T-Ball field. Bob Dunn moved that after meeting, and a site walk of the Cross Lane baseball fields, a T-Ball field could be added. One exception would be that T-Ball and games in the other field could not be held at the same time because of safety reasons. Ryan Lee seconded the motion. **SO VOTED.**

NEW BUSINESS

Election of officers

Bob Dunn (Chairman), and Mary Ellen Garbarino (Secretary) agreed to stay on as officers. Brendan McKeever stepped down as Vice Chairman. Ryan Lee nominated Sara van Vliet as Vice Chairman and she accepted. Mary Ellen Garbarino moved that the slate of officers for 2025 are: Bob Dunn (Chairman), Sara van Vliet as Vice Chairman and Mary Ellen Garbarino as Secretary. Missy Garvin seconded the motion. **SO VOTED** with all in favor.

Any other new business

Bob Dunn reminded Tim Gavin and Missy Garvin that their terms on PRC end January 31, 2025. If they plan on renewing their terms they must contact town hall. He asked that they cc him on their correspondence with Town Hall.

CORRESPONDENCE – None

PUBLIC COMMENT – None

ADJOURNMENT

Mary Ellen Garbarino moved to adjourn the meeting at 7:15 PM and Missy Garvin seconded the motion. **SO VOTED.**

The next meeting of this Commission is scheduled for February 6, 2025.

Respectfully submitted,

Mary Ellen Garbarino
Secretary