

**BOARD OF SELECTMEN WORKSHOP**  
**Minutes of April 26, 2004**

**ROLL CALL:** Chairman Alan Carpenter called the meeting to order at 7:10 PM. Those present included Selectmen Bruce Breton, Chris Doyle, Roger Hohenberger and Galen Stearns. Mr. Sullivan was excused. Present from the Recreation Committee were Carol Dirksen, Dennis Senibaldi, Chairman Sam Maranto, and Earl Bartlett.

**TOWN BEACH:** Mrs. Dirksen gave a lengthy presentation on the proposed "Beautification Project," including a conceptual layout of the improvements drafted by Assistant Planner, Rebecca Way.

Mrs. Dirksen outlined several proposed improvements including: new sand; plantings along the fence line; a concrete patio around the beach house; construction of a dock for lifeguard use; and, possible "perching" of the beach. She also explained that drainage has been identified as a serious issue on the beach, primarily due to the activities of the Department of Transportation in repairing Cobbetts Pond Road. Mrs. Dirksen advised the Board of Selectmen that the DOT has agreed to repair the public boat launch and swale, and re-grade the parking lot prior to the planned opening on June 14, 2004.

Mrs. Dirksen explained that the Department of Environmental Services had suggested several means of correcting the drainage problems, such as a new swale to the right of the beach, or possibly "perching" the beach. She also stated that, if the Town moves to address the drainage problems per the DES recommendations, the Department has indicated they will try to make the improvements eligible for a 319 grant, resulting in 60% of the costs being covered by the State. Mrs. Dirksen advised the Board that the deadline for application for such a grant is September and, as such, this year's work may not be covered. However, since this project will be completed in various phases, the upcoming years may be covered.

Mr. Dirksen explained that, for this year, Phase I of the project would consist of sand replacement and landscaping. The concrete patio, which was originally intended to be a part of Phase I, is not being recommended for this year due to the amount of drainage work it would require in and of itself.

After a brief discussion regarding the definition of "perching" the beach, and concerns about resultant liability and aesthetics, it was the general consensus of all present that it would not be an appropriate change to the beach and would not be considered as an option.

Mr. Carpenter inquired as to what Phase II entailed. Mrs. Dirksen stated that plans for Phase II consist of screening in the dumpster and construction of the lifeguard dock.

The absence of running water in the beach house was then discussed, which is a safety issue for the lifeguards. The Board was asked if the money intended for the concrete patio could be utilized towards providing water to the building. Mr. Stearns indicated he would rather see a concrete patio installed at the front of the building, at least. Mr. Senibaldi suggested wrapping the patio around the building in the opposite direction of the proposed plan, avoiding the catch basin and corresponding drainage work altogether.

A discussion about safety and security issues then ensued regarding use of the dumpster by area residents and off-season/off-hours access by four-wheelers, etc. The presence of dogs on the beach and the failure of the owners to clean-up after them was also discussed.

Mr. Stearns inquired why the remaining pine trees on the water's edge were still depicted in the conceptual plan. After a brief discussion regarding safety concerns with the trees, Mr. Stearns moved and Mr. Breton seconded to allow the Recreation Committee to coordinate the removal of three pine trees from the beach. Mr. Doyle asked about the availability of funds for the removal. Mr. Maranto indicated that the Committee would check with the landscaper already in place about the removal, or would make other arrangements, and that funding of the tree removal from the Recreation budget was fine. Passed 4-1, with Mr. Hohenberger opposed.

Mrs. Dirksen sought clarification on the Board's support of the grant application. After further discussion regarding the total cost of the project – Phase I will be approximately \$16,500 with the concrete slab – the Board determined it would like more information before making a decision about the grant. Mrs. Dirksen indicated that the Committee would move forward with Phase I to include installation of the modified slab, landscaping, and replacement sand.

Ms. Gail Webster, resident, requested that the Board look further into these expenses, as she believed that when the beach was purchased, it was under the stipulation that it be self-sufficient. She believed that was the reason for the beach pass fees, which have since been abolished. Mr. Carpenter requested that Town staff research the original purchase for such a stipulation, and any Town Counsel correspondence regarding dropping of the fees.

Mrs. Dirksen indicated that the lifeguards were in need of a petty cash fund to cover miscellaneous equipment expenses for the swim lesson program. She stated that all funds collected from the lessons are deposited into the General Fund, and that there is no money on hand for immediate purchases. The Board felt that a petty cash fund was not necessary, but rather the Committee should compile a listing each year-end for equipment purchases for the ensuing year.

Salaries were not discussed as part of this workshop, but will be reviewed at a later, non-public session to be scheduled after the Recreation Committee provides the Board with a roster and proposed salaries.

The Board requested that the Committee draft a dog ordinance with proposed fines for the Board's review and discussion at a future public hearing.

**GRIFFIN PARK MULTI-PURPOSE BUILDING:** The Board and Committee reviewed a set of draft guidelines for use of the multi-purpose building at Griffin Park. Among the topics raised by the draft were: exclusive use during baseball season by the Windham Baseball/Softball League; training of other organizations in concession equipment use; permit issuance for use; and re-payment of a loan obtained by the WBSL for construction of the building.

A lengthy discussion took place regarding the proposed percentages of net profit to be contributed by users of the building toward paying down the

loan. The Recreation Committee proposed 10% of each organization's net profit be placed into a Griffin Park Improvement Fund, along with an additional 10% toward a contingency fund for emergency repairs, equipment, etc. Mr. Charlie McMahon, President of the WBSL, did not feel that the 10% contingency was necessary, as the building and equipment were designed and constructed to be low maintenance. The Recreation Committee felt that, so long as any unforeseen repairs could be funded via the Town's Property Maintenance Trust, that they would be agreeable to removing the additional 10% provision.

The proposed draft will be referred to the Town Administrator and Finance Director for their input, particularly regarding setting up the Griffin Park Improvement Fund and collection of percentages/permit fees.

The issue of security was raised, and the Recreation Committee advised the Board that Adelphia would be providing a line to the building, which will be attached to video surveillance cameras with a direct web feed to the Police Station. Mr. Doyle stated that the Information Technology Director was looking into the cost, if any, for this service.

Mr. Carpenter requested that Town staff generate a new draft of the proposed guidelines, incorporating the topics and suggestions presented during the discussion. He asked that the Recreation Committee, and others present, submit their input to the Administrative Offices for inclusion.

Mr. Carpenter inquired of Mr. McMahon when the building will be officially turned over to the Town. Mr. McMahon indicated that electricity is still lacking at the site, prohibiting testing, and that nothing can be tied together at this point. He estimates that the building will be complete in three weeks.

After discussion regarding the prohibition of tobacco products and alcohol in the pavilion area, Mr. Carpenter requested that staff research existing local ordinances which may be pertinent to the topics.

Mr. Carpenter extended his thanks to the Recreation Committee for attending, and adjourned the meeting at 9:17 PM.

Respectfully submitted,

Wendi Devlin  
Administrative Assistant

*Note: These minutes are in draft form and have not been submitted to the Board for approval.*