



## LEDYARD PARKS AND RECREATION COMMISSION

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*Director*

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### *LEDYARD PARKS AND RECREATION COMMISSION*

The Commission has the following powers and purpose:

1. To plan and control the use of parks, playgrounds, swimming pools, gymnasiums, recreation places, and public gardens within the Town of Ledyard, as authorized.
2. To plan the development, improvement, and expansion of parks and recreation lands of the Town.
3. To plan the acquisition, erection, installation, improvement, and replacement of park or recreation facilities and equipment.
4. To develop, establish, improve, and coordinate park and recreation programs.
5. To engage such employees as shall be necessary to carry out said purposes with the budgetary limits of said Commission.

By ordinance, the Commission also prepares and approves the budget.

The Director has added the following that requires Commission approval:

- Annual report
- Capital Improvement Plans
- Specific maintenance contracts
- Quarterly reports
- RFQ's and RFP's
- Large equipment purchases

The Director has also provided the following responsibilities for the two standing committees:

Facilities and Maintenance Committee – Oversees all requests for quotes, requests for qualifications and proposals, and contracts along with review of all maintenance procedures for all facilities assigned to the Commission.

Administrative Committee – Reviews all Commission and Department policies, budgets, summer and quarterly reports, and assists with budget and other administrative functions.

The Parks and Recreation Commission meets once per month. The sub-committees meet when items are referred to either committee by the Commission. There is no training necessary.