

**Litchfield Park and Recreation
80 Doyle Road
Bantam, Connecticut 06750
June 27, 2011**

June Minutes

Present: President Ann McCarthy, Secretary Diane Fredsall, Park and Recreation Director Brent Hawkins, Ed Fabbri, Lisa Bauer, Carl Fisher Finance Manager Town of Litchfield, John McKenna

Absent: Vice President Dan Calhoun, Jim Keller, Helen Bunnell

Call to Order:

President Ann McCarthy called the meeting to order at 7:40 p.m.

Approval of Minutes: Motion was made by Lisa to accept the May minutes; seconded by Ed.
Motion was approved

Monthly Budget Report: Carl explained that we have two funds: Fund 01 – General Fund which covers our budget, runs the Parks and Rec department. All monies in this fund are accounted for and changes must go through the First Selectmen and Finance Director. Fund 22 – is for fees from programs, service fees, Referees, supplies, camp, etc. To get monies from this account must follow state regulations. Hawk can request monies from Fund 22 by requisition, which generates a PO, which must be approved by the First Selectmen and Finance Director then the PO goes to the Vendor. Carl recommended that any special programs should be put into next years budget, which is submitted in December. The Capitol Fund crosses budget years; Encumbering fund needs to go through the First Selectmen and the Finance Director as well as Budget Transfers.

Comments from the Public:

None

Commissioner Requests:

Diane – Dedication to Pete Beyer

Correspondence:

None

Old Business:

a. **Community Field Project:** B & R was using a laser level at Community Field, but more work needs to be done to level the field. They are planning on lowering drains, dropping the catch basin pipe lower. The track will be lowered and pitched toward drains. Rocks were removed, hill was raked and seeded. The baseball field should be ready for use in two weeks. Hawk is having the diamond cut in and redone.; Clay was purchased for this purpose. The water hose hole on the field needs to be covered. Ed suggested that it be filled with small

stones so if future access is needed it would be easy. Hawk will contact Jack Healy to see about stones. The commission still has concerns about the town paving the driveway because it will void our warranty with B & R. It was also noted that full payment should not be made due to the contract wording and contract finish dates not being met. Three medium trees will be planted in the fall. Ed suggested that they be planted within the fence line. All agreed.

b. Outdoor Movies: Diane reported that all is going excellent. Everything is in place for a wonderful event. Many vendor are sending coupons to be handed out at the movie. Ed suggested we contact the Fire Department and as for lights for after the show. All agreed. Diane will contact Jim Koser, Fire Chief

c. Block Party: Was a huge success despite the weather. The band was excellent! The commission began kicking around ideas for next years Block Party. Talent Show, Litchfield Idol, etc.

New Business:

a. Pete Beyer Dedication: The commission will consider a memorial to Pete after taking sometime to really come up with a fitting tribute.

Directors Report:

Hawk read the Director's report.

Adjournment:

A motion to adjourn was made by Lisa and seconded by Ed. Motion passed, meeting closed at 9:20 p.m.

Respectfully Submitted:

Diane Fredsall
Secretary