

**Litchfield Park and Recreation  
80 Doyle Road  
Bantam, Connecticut 06750  
October 24, 2011**

## **October Minutes**

**Present:** President Ann McCarthy, Vice President Dan Calhoun, Secretary Diane Fredsall, Park and Recreation Director Brent Hawkins, Ed Fabbri, Jim Keller, Helen Bunnell, Lisa Bauer and John McKenna(Reporter)

**Absent:** None

**Call to Order:**

President Ann McCarthy called the meeting to order at 7:00 p.m.

**Approval of Minutes:** Motion was made by Lisa to accept the September minutes; seconded by Ed. Dan abstained. Motion was approved.

**Monthly Budget Report:** The report was presented by Lisa Bauer but remains unclear. The Committee would like more comprehensive breakdowns; ie: each program with its own line. Also what do the expenses consist of, where exactly is the revenue coming from. Why are some programs run through the Park and Recreation office but others are not. Also the committee suggested that if a Baseball Game is done as a trip next year that tickets and the bus be done separately due to the huge revenue loss on this year's game. Lisa Bauer will check with Lisa Beyer on the questions the Committee has.

A motion was made by Dan to move item 7-4 on the Agenda up to be addressed before Comments from the Public. Helen seconded the motion. It was approved.

**Old Business:**

**Presentation of 10 year plan:** Hawk explained how the 10 year committee came into play and the 10 year plan was presented. Ann asked if the committee was officially appointed in a Selectmen's meeting, if there were minutes and if it notices its meetings. Hawk said no but explained that First Selectman Leo Paul had commissioned him to form this 10 year committee, however the Park and Rec Committee felt that since this was not an officially appointed group that the Park and Recreation Committee would instead submit their own narrative plan to selectmen. Park and Rec is unclear where the money is coming from for the Engineering Report that the selectmen want for Community Field.

The following items were removed from the list:

Community Field:

- Remove Current Concession Stand/Bathroom Building
- Remove Storage Shed
- Concession Stand
  - move to new location near property line by upper Little League/Softball Field

- include:
  - new bigger Bathrooms
  - more Storage Rooms
  - 2<sup>nd</sup> Floor to include Park and Recreation Summer Office
  - Sports Equipment Library
  - attached Pavilion with Picnic Tables
- Lower Little League/Softball Field:
  - Outfield Net
- Skate Park
- Pavilion in Playscape
- Gazebo near entrance
- More Lighting
- Better Surface for Walking Trail

The following items were added to Community Field:

- Resurface Parking Lot
- Renovate Concession Stand with smaller bathrooms
  - add more storage space in unused bathroom area
- Fix Babe Ruth Outfield drainage covers
- Lower Little League/Softball Field:
  - Put in a black vinyl chain link fence with a 30 foot backstop at the back of the field
- More Lighting – on all Baseball Fields
- Acquire more space for Community Field Expansion
- Seasonal Maintenance Worker

Also added were the following for Northfield Field:

- Redo Little League Field
- Enlarge Basketball Court
- Add Dugouts
- Add Fencing
- Add Bleachers

The following items remained from the 10 year committee suggestions:

Community Field:

- Lower Little League/Softball Field:
  - Make Little League Tournament ready by extending the fence and put in a grass infield
- Basketball Court:
  - Redo Court
  - Add Benches
  - Add Lighting
- Tennis Court:
  - Redo Court
  - Benches
  - New Fencing
  - Lights
- Multi-use Fields located in big level field – near entrance

- More Bleachers along Baseball Fields
- Tetherball Court
- Security for whole complex
- New Signage
- New Dugouts

Town Beach:

- New Beach Sand
- Dig out swimming area
- Gazebo
- Clear more land
- Camp Fire Pit
- New Picnic tables
- New Grills
- Horseshoe Pits
- Bocce Court
- Volleyball Courts
- Raze Changing Rooms
- Pathways between Picnic Tables
- Extend Boat Dock
- Remove Boat Dock in Swimming Area
- Bathroom/Changing Rooms
- Parking
- Gatehouse

Bantam School Facility:

- Soccer Field
- Multi use Sport Fields
- Picnic Area
- Enlarge Gymnasium
- New office for Park and Recreation
- Teen Center
- Volleyball Courts Outside
- Signage – Directions to Greenway, Park at old Church site, etc.

**Comments from the Public:**

None

**Commissioner Requests:**

Anne – Capitol Requests

Anne – Halloween Party 2012

Diane – CHIP program

**Correspondence:**

None

**Old Business:**

1. Field Hockey: This will be addressed again in the Spring since it is too late for a fall start up now. Hawk found out that Referees and he believes Coaches could sign a waiver form therefore releasing them from having to purchase insurance. This will make programing more attractive to both Referees and Coaches.
2. Town Beach Ramp: Hawk found the price for a plaque the same size as what is already at the park would cost \$478.75 dollars. This doesn't include the Bench it would be adhered to. Jim will check with John Capello about a cost for John to fabricate a bench with engraving and install it.
3. Basketball Camp: Hawk met with United States Sports Institute and will be meeting with LaRon Williams.

#### **New Business:**

1. P & R Commission Code of Ordinances: – Tabled to November Meeting
2. Monies for Bathroom Renovation at Community Field: The Committee does not want this money coming out of our Program Revenue Fund. This should be a capitol fund project.
3. Capitol Request: The following items were discussed to be submitted as Capital Requests: Resurface Basketball Courts at Community Field, also adding benches, backboards, rims and lighting. Put a fence up at the South end of the courts. Also the Bathrooms at Community Field to be renovated and fencing put up to prevent driving on the big field at the entrance to Community Field Helen made a motion to submit the discussed improvements to the Capitol Committee; Lisa seconded the motion. Passed. Ann will submit by November 4, 2011.
4. Halloween Party 2012: Ann suggested that we start thinking about doing a Halloween Party at Community Field next year.
5. CHIP Program: Diane reported that St. Paul's Masonic Lodge would like to offer its CHIP (Connecticut Child Identification Program) Program on July 18<sup>th</sup> at the Concert on the Green. This program is a community service for the Masons. Parents are given a video of their child, DNA and fingerprints at no cost. These are extremely valuable tools if a child is missing. The Committee agreed to the July 18<sup>th</sup> date.

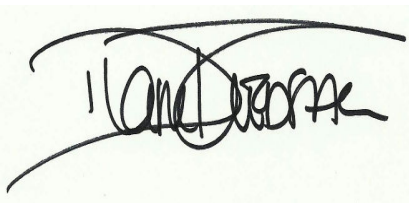
#### **Directors Report:**

Director's report was presented by Hawk.

#### **Adjournment:**

A motion to adjourn was made by Helen and seconded by Lisa. Motion passed, meeting closed at 9:50 p.m.

Respectfully Submitted:

A handwritten signature in black ink, appearing to read "Diane Fredsall", written over a light-colored rectangular background.

Diane Fredsall  
Secretary