

September 2015 Minutes

The September meeting of the Litchfield Parks and Recreation Commission was called to order by Brent Hawkins at 7:08 p.m. In attendance were commissioners Lisa Bauer, Pam Orde, Ed Fabbri, Helen Bunnell and Park and Rec Director, Brent Hawkins.

Also in attendance was Jon Tarrant

Ray Schmid arrived at 7:15 p.m.

Approval of minutes: Pam moved to accept the August minutes, seconded by Lisa Bauer. Ed Fabbri requested the following which was excluded previously to be included: Under concerts: his statements: because of the large crowds and safety issues with traffic and kids and that the concerts may have outgrown its current venue that perhaps Community Field should be considered in the future along with constructing a new combined stage, bathroom and concession stand structure that would serve many purposes. Ray Schmid moved to approve the minutes with corrections, Lisa Bauer seconded, all ayes except Helen who abstain, motion passed.

Monthly Budget Report: The report was not available

Comment from the Public: None

Commissioner Requests: Ed requested an update on Northfield field and other projects t. Pam requested information on the ice skating rink.

Correspondence: None received.

Lisa motioned to change the order of business to have New Business heard before Old Business to accommodate Jon Tarrant's presentation. Seconded by Pam, vote all ayes, motion passed.

New Business:

Visitor Booth: Jon Tarrant spoke to the Commission about the visitor booth on center green. Several years ago he began exploring the idea of replacing the booth with a larger multi-purpose building. In 2005 or 2006 Jon had approached the Lion's Club, Litchfield Historic District, the Borough of Litchfield and the Board of Selectman with his ideas and received positive feedback. His plan is to have the project completely funded with donations. He also explained that he had met previously with Brent and Ray to discuss his idea. At that meeting Ray explained to Jon that the board had recently discussed the project and felt they should not be involved because it is not part of their 10-year plan. Also at the meeting Leo Paul suggested the booth/gazebo be run by a town agency; The Park & Rec Department. The commission did not agree and feels if it becomes a town owned building, the maintenance should come under the direction of the Facilities Manager, and the use and scheduling should remain with the Borough. Understanding that Jon asked the commission for support of the project should it go forward and commissioners agreed it is a worthwhile project.

Old Business:

Brent said the fall/winter brochure was completed by the OWTS students within one week of receiving it. The students did a great job and are commended for it. The booklets have been delivered to the schools. Fliers advertising dance, Aikido, cursive writing, and Mrs. Neller's Traveling Teacher Classes have also been distributed.

Commissioner's Requests:

Northfield Community Field Update:

Brent said that he had met with Jack Healy after our August meeting and was told the project would be started by our next meeting (September). Because of that discussion, Ray and Brent spoke by phone and thought they should wait a bit and see if things started to happen since Jack has stated that to Brent, and not meet with Leo Paul to discuss the prioritized projects. However, after the meeting on the green with Jon Tarrant, Ray and Brent took the opportunity to ask Leo for an update on the delay of the start of this project. Leo stated he would talk with Jack about the delay and give them an update. As of the time of this meeting, nothing has been started and no reports have been received from either Jack or Leo. Ray has been monitoring the bid process and does not believe the project has gone to bid. Pam motioned for a letter to be sent to Leo Paul from the Commission with a copy to all selectmen and Jack Healy concerning the Northfield project. Ed seconded and the motion passed unanimously. Pam and Lisa will formulate the letter.

Ray requested an update on the fence at Community Field. Brent advised it is one of our approved capitol requests. Ray motioned for Brent to get a quote for the fence at Community Field for behind the Basketball Court, and submit a purchase order for it from the Capital Project, Helen seconded and the motion passed unanimously.

Update on Ice Skating was tabled.

Director's Report: The report was emailed to the board and all had read the report.

Adjournment: Helen made a motion to adjourn the meeting and Ed seconded the motion. All were in favor and the meeting adjourned at 8:55 p.m.

Respectfully Submitted by,

J. Brent Hawkins, Director