

TOWN OF CANAAN

Falls Village Recreation Commission, SPECIAL MEETING MINUTES

August 20th, 2025 @ 7:00 PM

Town Hall, 108 Main Street, Falls Village, CT

IN-PERSON, AND VIA ZOOM

For audio of the meeting, please go to the following link:

<https://municipal-documents.s3.amazonaws.com/uploads/canaan-falls-village-ct/recreation-commission/documents/minutes/139409/RC%20Meeting%20Audio%2008202025.m4a>

Members Present: Matthew Gallagher, Lauren Killawee, Melissa Lopes, Christopher Wadsworth, Emily Peterson, and later Dan Carr came in at 7:40 pm.

Guest: David Barger, First Selectman. Selectman, Judy Jacobs.

Agenda

I. Call to order - *Meeting called to order 7:10 PM August 20th by Melissa Lopes*

II. Public Comment – Dave Barger spoke about STEAP Grant Meeting with the state, signing the contract for the pavilion development on town farm property and pool repairs. The grant committee priced out a pavilion, and location for the pavilion already. Much of the work has been done, but the sub-committee should have overview.

In the spring there will be another grant coming from DEEP for trails. Something to think about to put a trail around the property.

Dave prompted everyone to take a serious look at sledding at the Rec Center this year. Daylight hours suggested due to lighting.

Judy Jacobs praised improvements at the pool and offered assistance with trail projects.

III. Communications to the Commission (Written and Oral) - None

IV. Reports

A. Secretary's Reports - Approval of Minutes

1. Regular Meeting – July 9th, 2025 – See next line

2. Special Meeting – July 23rd, 2025 - *Motion made by Matt to accept both reports as presented. Chris seconds. Motion passes by majority.*

B. Director's Report - Covered recent activities: summer concert series, adult volleyball nights, back-to-school pool party.

C. Pool Supervisor's Report - Nikki reported enough lifeguards for Labor Day. Pool hours and closing schedule discussed (see New Business).

D. Town Treasurer's Profit/Loss Report - Commission reviewed treasurer's report; pool is on track financially with balanced income and expenses.

V. Old Business/Ongoing Business

A. Grant Opportunities: Status Updates

1. STEAP Grant update – Reference above II. Public Comment.

2. Subcommittee Formation - Formation of STEAP GRANT subcommittee confirmed: Catherine, Dan, and Matt (with Dave leading). Pavilion design includes a stained wooden structure with water/electric hookups; Pool House repairs to include exterior paint and window reglazing after pool closes.

New subcommittee for Town Farm/Rec Center expansion discussed; will help prioritize and pursue grants, especially for trails.

B. Commission Finances

1. Use of remaining FVCDC funds (amount of \$2,000) -Update - Funds used for shade structures. Emily to create a thank-you post acknowledging CDC support.

C. FVRC Logo Design – Update - Survey instructions reviewed. Lauren incorporated historical symbols (iron industry, oak tree). Lauren will review survey results and finalize designs for presentation at the next meeting.

D. Pool Repairs & Maintenance Plan

1. Cupolas on the pool house – Nikki mentioned Lou is looking for measurements for Cupolas. Emily has these as this has been completed. Melissa to place a call to Lou to ask about a plaque and send cupola measurements.

2. Pest control - Minimal issues this season; no additional treatments required beyond routine service.

3. Weeding of playscape and pollinator gardens - Completed satisfactorily by contracted cleaning/landscaping service.

E. Commission Capital Plan

1. Walking Trails for the Town Farm - Update - Commission discussed long-term trail development and potential funding sources (grants, donations, sponsorships). Melissa contacted Grant Committee about targeted trail grants; Possible new subcommittee to be formed to pursue project.

VI. New Business

A. 2025 Pool Closing Date & Procedures - *Lauren made a motion that the Pool will close August 25–28, reopen August 29–Sept 1 with modified hours; final closure at 3 PM on Labor Day. Matt seconded. Motion passes by majority.*

Nikki to manage lifeguard staffing and closing procedures; members to help put away chairs and shade equipment.

B. Suggestion box at the pool, managed by the lifeguards. - Commission agreed to revisit this idea at the beginning of the next pool season.

C. Review property boundaries - Reviewed new maps in shared drive for accuracy; members encouraged to review ahead of maintenance discussions.

D. Review marketing strategy - Current channels: town website, social media, flyers, email lists, Civic Lift calendar. Emily to update calendars and distribute Fall Festival details via multiple outlets.

E. Review the maintenance schedule and responsibilities for the Town Farm - Team tasked with developing an operations schedule/Gantt chart. Tim to be consulted regarding bathroom winterization and other maintenance responsibilities.

VII. Events

A. Summer Concert Series: Collaboration with DM Hunt Library - 7/11 & 8/8 Updates Concerts well-attended; additional feedback to be collected for planning future series.

B. Box Fort Day: Collaboration with Center on Main - 8/23 Updates Emily to purchase refreshments and coordinate volunteer time slots. *Matt motioned to approve funding of \$20 for lemonade. Dan seconded. Motion passes by majority.*

C. Falls Village Fall Festival, Saturday, 10/18

Festival planned for Oct 18, 2–5 PM. Tasks assigned:

Emily is confirming musicians (John Skye & Rachel Gall), contacting Norbrook Brewery, submitting info to Lakeville Journal & calendars, coordinating with FFA for petting zoo, and managing communications.

- Matt: Coordinating cider press demonstrations and apple donations.
- Rec Commission: Decide on compensation for Tim Kinsella (hay rides), recruit additional pie judges, support event setup.

VIII. Public Comment

IX. Adjournment - *Matt motioned for meeting to be adjourned at 8:56 PM. Dan seconded. Majority ruled. Next meeting scheduled for September 10th, 2025.*

Respectfully submitted,

Lauren Killawee

FVCP Secretary