Regular Meeting  
Litchfield Park and Recreation  
Town Hall Annex  
80 Doyle Rd. Bantam, Ct. 7:00 P.M.  
January 25, 2021

Present: Lisa Bauer, Helen Bunnell, Jim Keller, Michael Lyn Cappello

Present via telephone/zoom: Alex Larsson, Pam Orde, Ray Schmid, Rob Gollow joined at 7:12, Gianni Perugini joined at 8:49

Also present via zoom: Colleen Kinkade, Jay Bolton

Call to Order: Jim Keller, Chair called the meeting to order at 7:05 p.m.

Appointment of Alternates: None

J. Keller requested a motion to add hiking program under new business, H. Bunnell moved to add Hiking program as item 1 under new business, seconded M. Cappello, unanimously approved.

J. Keller requested a motion to add under new business introduction of new director, H. Bunnell moved to add Introduction of new director to the agenda as item 2 under new business, seconded A. Larsson, unanimously approved.

L. Bauer moved to discuss New Business after approval of minutes, seconded M. Cappello, unanimously approved.

Approval of Minutes:
A. Larsson moved to approve the minutes from the November 30, 2020 regular meeting, P. Orde seconded, unanimously approved.

H. Bunnell moved to approve the minutes from the December 28, 2020 special meeting, M. Cappello seconded, unanimously approved.

M. Cappello moved to approve the minutes from the January 11, 2021 special meeting, A. Larsson seconded unanimously approved.

Added Agenda item: Hiking program  
Meghan Kowalchick presented her idea of a hiking program to get kids and adults motivated to hike our many trails. She has experienced this in other locations. The kids could name certain sections of the trail and create maps to identify the areas and families could then hike and as they complete a section be awarded a badge or something that would show their successes. Commission feels is a program we could promote however we do not have any jurisdiction over the areas are they are privately owned. Suggestions to contact other organizations such as White Memorial, Land Trust and Topsmead for their input and permission. J. Keller explained our new director will be starting on Feb 16th and the Commission will give her your information and have her contact you.

Budget Review: Commission discussed the current budget reports as well as the new yearly budget. Discussion involving turf and park maintenance and programming. H. Bunnell explained the operating budget is basically limited to salaries and standard items from year to year. P. Orde asked about the 2021-2022 budget. L. Bauer advised the Commission L. Bachetti was directed to submit a budget last Friday and basically replicated this year’s budget. P. Orde felt this was an item that should have been discussed with the Commission especially in the absence of a director. R. Schmidt agreed and stated previous discussions about using high school students in assisting in the maintaining the field and other budget items needed to be addressed before submission. He questioned if it would be possible to review the budget with the new director before it is given to finance and selectmen for review. J. Keller said he would check with D. Raap and get back to the Commission.
**Capital Update:** R. Schmidt stated that the final $99,999 for the tennis court has been submitted and approved. Probably won’t get done until the August because the money will not be available until July 1st.

**Basketball Court Project:** R. Schmidt explained the Engineering firm reported the test hole was dug on Jan. 6th and are pleased with the findings. The base layer was dry and feel there will not be much base preparation needed which is good for our limited budget for the project. He also explained the original Douglas Super 6 System that B. Hawkins had researched is no longer made, he has asked the engineering firm to research and come back with suggestions for a new system to use.

**Town Beach Dock:** R. Schmidt reported he has drafted specs, has three companies to give us proposals. The proposal is for adding 10’ section and re-decking only because of the cost, we do not have the money to replace. The package is being put together and expects to have it this week, will give it to the bidders and will ask for their proposal to be returned by on Feb. 12th. He has also arranged for the Town to pick up the docks, bring to the awarded company and replace them upon completion. L. Bauer asked about getting the new director’s thoughts on the project before going forward. R. Schmidt does not want to wait because of the wait time for materials but will review the project with her and award the bid after conferring with her. P. Orde asked about waiting to replace rather than refurbish. R. Schmidt explained the cost and the awarded money is in capitol and needs to be used now.

**Correspondence: None**

**Commissioners’ Request:** R. Schmidt is suggesting Jay Bolton as a replacement candidate for A. Larsson who is moving out of town. He is a Litchfield resident, is active in various community groups, has young children and is interested in joining and being an active member of the Commission. L. Bauer knows and feels Jay would be a good fit for the group and advised him to contact J. Keller is interested after the meeting and will be presented at the next Selectman’s meeting.

**Old Business**

**Mohawk Ski Club:** L. Bauer explained there is a transportation problem with the bus company as they will only guarantee a bus on the day of the event. The option of the school van is open to us, we would need to provide a driver, and it would only fit the 5 students from LIS. After much discussion the Commission decided not to provide transportation this year but will provide discount tickets. L. Bauer will contact L. Bachetti to have an email sent to all participants explaining the situation. They will continue to receive the discounted ticket but will need to provide their own transportation. She will be instructed to attach the required pandemic form from Mohawk and that their bus money will be refunded or held to be used in the future for other programs.

**Basketball Program:** R. Gollow stated the sign up for the Canton program he previously spoke about was closed on Friday and without a director will not be involved. L. Bauer asked about an in house program, R. Gollow is not interested in hosting but has spoken to several parents and explained they can use MyRec to reserve the Bantam gym for their use with their children. J. Keller suggested he give anyone asking about the program to contact him.

**Director Status/Job Description:** Director has been hired as stated previously. The Commission welcomes new director Colleen Kinkade. H. Bunnell stated her support for Colleen as Director and her disappointment in the unprofessional and disrespectful manner in which we as Commissioners were treated during this hiring process. P. Orde added that it should never had taken so long to fill the position and as a result our residents were left with very little support and activities. Commissioners supported the statement.

**Town Beach Ordinance:** L. Bauer gave a quick overview regarding the status of the ordinance and that two items were overlooked during the previous review. Needing to be addressed are the walk-in and parking situations. C. Kinkade offered her proposal for the Town Beach that was given to the hiring committee to the Commission. She will email to L. Bauer who will forward to members.

H. Bunnell stated she had been questioned about the locking of the gate at the beach. She was told the road was soft so DPW closed it. R. Schmidt stated that could have been but there was a solution and stone should have been brought in.
That lead again to the discussion of where in the budget the money for maintenance of that facility is located. H. Bunnell explained she has received an email about the 2021-2022 budget no changes were made from last year and no turf maintenance was listed. Again the Commission would like a further explanation and if it is in the DPW budget then a line for specific maintenance for use by the Park & Rec Dept. should be added.

After continued discussion of the ordinance, J. Keller advised he would check with D. Raap tomorrow as to the status of the Town Meeting, if this item is not on that agenda the Commission will meet an hour before the Feb. 22nd meeting to continue the discussion. L. Bauer will email members with an update.

**New Business:** Item 1 Hiking Program addressed above, Item 2 addressed above.

**Adjournment:** H. Bunnell moved to adjourn at 9:05, second P. Orde, unanimously approved.