

REGULAR MEETING MINUTES

Litchfield Park & Recreation
Annex Gym
80 Doyle Rd, Bantam, CT. 06750
Monday, May 23, 2022 7:00 P.M.

Call to Order

Attendance: Gianni Perugini, Jim Keller, Lisa Bauer, Michael Lyn Cappello, Pam Orde, Jay Bolton, Helen Bunnell

Absent: Ray Schmid, Lisa Bauer

Others in Attendance: Colleen Kinkade, P&R Director

Appointment of Alternates (as needed) Motion Pam Orde, second by Jim Keller to appoint Michael Lyn Cappello as alternate. No discussion, all approved.

Approval of Minutes: Motion to approve minutes of April meeting made by Jim Keller, second by Pam Orde. No discussion, all approved

Director's Report: Report attached and director highlighted a number of upcoming events and asked for help from the board for the night of the Block Party. All programs and events are running successfully.

Budget Review: Budget reviewed. Discussion about porta-potties cost increases. Director will look into alternative vendors.

Correspondence: Residents are happy with kayak racks.

Commissioners Requests: None

Old Business

- Fund 22 budget breakdown: Fund 22 Fiscal Year Budget 22-23, will discuss further at June meeting.
- Security Cameras: discussion on locations for installation, would police accept video and pursue prosecution, what would the consequences be
- Block Party Volunteers: Jim, Jay, Pam, Michael Lyn
- Fireworks Volunteers: Jim, Michael Lyn, Gianni

New Business : Donation from Litchfield Health and Wellness Resources, \$3,000 for art classes for seniors. \$10,000 summer camp scholarships that can be used throughout the year.

Adjournment: Motion by Pam Orde, seconded by Jim Keller. No discussion, all approved

7:58pm
Michael Lyn Cappello

CURRENT/PAST EVENTS:

Adult Fitness classes:

- We're continuing our fitness classes through May and almost every day, the Bantam gym is being utilized!
- Some options we're providing:
 - Fab, Fit, Fun HIIT class is going great
 - Pilates attendance has increased this past month!
 - Alignment Based Yoga is growing
 - Essentrics and Therapeutic Yoga as usual are going well.

Haight Brown Flower Arrangement Class: Saturday, May 14th at 2:30pm

- Went really well!!
- We sold 14 tickets out of the 16 we were planning to sell. 8 out of the 14 were from Litchfield and enjoyed the class.
- We bought the flowers locally from Lily and Vine in Torrington and Sarah did a great job coordinating the flower purchase and costs.

Beach Passes:

- Starting the hiring process for gate guards
- Will be purchasing a new sign for the gate and one for the end of the driveway

WZBG Sponsored Commercials

- We've been getting local businesses to sponsor minute long commercials that run the first week of every month. (10 spots for \$225)
- Businesses have been very receptive to helping support the park and rec on the radio and even have 2 sponsors for the month of June and all the summer spots filled already!

UPCOMING EVENTS:

Block Party: Saturday, June 11, 2022

- Will need volunteers to help set up and break down event as well as walk around and provide any help to attendees.
- Cover2Cover Band will be performing
- We got sponsors for: facepainting and half of the balloon artists for now. Working on getting a couple of more sponsors to help cover the other entertainers.
- Looking for sponsors for the following: stilt walker and unicycler, interactive hula hooping and performance

LEF Dodgeball Tournament: Saturday, June 18th at Litchfield Community Field

- Registration through our myrec site for team captains. All team members will sign paper waiver day of tournament
- We have only 3 teams registered and looking for more. Please spread the word!
- Split team fees with LEF
 - Use fees collected for camp scholarships
- Will need volunteers to help with registration, etc.

Director's Report for 5/23/22

Kick off to Summer Learning with the Center School: Saturday, June 3, 2022

- Joanne Moore reached out to us about setting up a booth to help promote our summer activities
- Will be there all day talking with parents and kids about the summer happenings.

Learn to Row day at Town Beach: Saturday, June 4, 2022

- Set up a tent and participate in the Learn To Row Day with LHRC
- Have light refreshments provided by Park and Rec (spend about \$250)
- Promote summer camps
 - Make a QR code to registration website
- Able to purchase beach passes for residents
 - Bring laptop and use cell hotspot to do beach passes and hand out

Home Run Derby: Saturday, June 25, 2022

- Would like to have adult pick up softball games at LCF, but need a good way to get people aware of it, so we're teaming up with the Woodridge Lake Sports group and doing a Home Run Derby
- Asked TriTown to help promote and will be doing a kids home run derby before the adult one!

Movie Nights at the Town Beach

- Coordinating with LHRC to put on 3 movie nights at the Town Beach
- Working on figuring out a generator and sound system for playing the movie.

Summer Camps:

- Registration is continuing to go well.
- Will promote at the Kick off to summer and learn to row day.
- Maybe do a camp open house?? Ask some of the instructors to come?
 - Not sure if we'll have time to coordinate it and advertise in time but still on our list of potential things to do.

Summer Concert Series and Business Showcase: Starting June 29th

- All spots are filled with different bands from last year.
- Will reach out to local businesses to participate in doing a discount or a special menu item for Wednesday evenings

Fireworks: Friday, July 1, 2022

- Paperwork is being signed and will be sent into the state this week.
- Coordinating with the school about food trucks and porta potties or access to bathrooms in the school
- Since we no longer have operating money to do special events, I suggest we charge \$20 a vehicle per spot.
- Will need volunteers at each parking area to direct traffic once they've checked in with me at the front.
- We can even collect money and have people pay at the "door" if spots are available by using the laptop and credit card swipe to do a "drop in" option for the event.

Director's Report for 5/23/22

Bus Trips:

- Sunday, July 17th to Yankee Stadium for Yankee/Red Sox game for afternoon game
 - Tickets \$130 per person: includes left field level seats, bus ride and snacks on the bus
 - 34 registered for the trip!

October Breast Cancer Awareness Event:

- Working with Charlotte Hungerford Hospital, Pink Roses Fund and the Cancer Care Fund to do a walk and concert/picnic at White Memorial
- Pink Roses Fund is specifically for Breast Cancer prevention and treatment for patients at Charlotte Hungerford Hospital
- We would use the payment from the participants to offset any cost from Park and Rec expenses that are run through the registration site
 - Cost of registration swag, band, etc.