

MINUTES SPECIAL MEETING

Litchfield Park & Recreation
Park & Recreation Office
80 Doyle Road, Bantam CT 06750
August 29, 2023 7:00pm

Call to Order: 7:04pm

Attendance:

- Gianni Perigini, Lisa Bauer, Bill Deacon, Ray Schmid, Matt Mette, Martha Bernstein, Michael Lyn Cappello Director

Appointment of Alternates (as needed)

- Chairman Perigini appointed Matt Mette a regular voting member for the meeting

Approval of Minutes

- 6/19/23 Meeting Motion to accept minutes made by Martha Bernstein and seconded by Matt Mette to approve minutes from June 19, 2023 meeting. No discussion and motion passed

Directors Report

- Director highlighted a few items

Correspondences

- Short discussion in reference to an email from the Borough of Litchfield in regards to a few concerns about the green during concerts. The commission will discuss these concerns further at a future meeting.

Budget

- Operating
- Fund 22
 - The budgets were presented and discussed.

Commissioners Requests

- Items to be added to next month's agenda as this is a special meeting.
 - Summer Concerts
 - Capital Expenditures
 - Fund 22 Expense Plan
 - Northfield Dumpsters and Recycling Receptacle
 - Signage for Town Beach and Northfield Community Field

Old Business

- Town Beach Update
 - Ray Schmid gave an update on the progress of the Town Beach Master Plan. Discussion about the CT DEEP required swales at the Beach and the requirements for them to be included in the plan. The additional \$25,000 for the engineering of this project is being requested to come from the Town Approved ARPA Funds Martha Bernstein made a motion to approve the \$25,000 from ARPA in order to move forward with the project. Motion seconded by Matt Mette.

Discussion. The DEEP will fund the construction of the swales and we will seek additional funding for the overall project but we need to have the complete Master Plan in order to apply.

Vote was taken: Motion passed. 3 to 2. In favor: Matt Mette, Martha Bernstein and Ray Schmid. Opposed: Lisa Bauer and Bill Deacon.

New Business

- Contractor Fees
 - Motion by Martha Bernstein, seconded by Bill Deacon to modify Independent Contractor Fees to \$25 per hour/class or 20% of amount collected for limited advertising, collection of funds and use of facility. All Independent Contractors are required to have a W9 and COI on file with Park and Recreation. All in favor and motion carried.
- Rentals of facilities
 - Community Field and Northfield Pavilion Rentals
 - Motion by Matt Mette, seconded by Martha Bernstein for residents FREE rental for 4 hours with a suggested donation. Non-residents \$200. All reservations require a \$250 check security deposit and COI for the day of the event. Checks will be returned upon inspection of the facility by Park and Recreation staff. All in favor and motion carried.
 - Bantam Gym
 - Motion by Lisa Bauer, seconded by Martha Bernstein, resident rentals \$25 per 1.5 hrs, non-resident rentals \$50 per 1.5 hrs. Renter must be present during rental. Party/Event rentals residents \$25 per 1.5 hrs, non-residents \$50 per 1.5 hr with a \$250 security deposit check and COI for day of event. All in favor and motion carried.
- Town Beach and additional signage: Tabled to next regular meeting
- Sign for Northfield Park: Tabled to next regular meeting
- High School Commission Liaison Member: The Director will be reaching out to Chris Leone to discuss and report back to the Commission at our next meeting.

Adjournment: Motion to adjourn by Bill Deacon, seconded by Lisa Bauer to adjourn at 8:30pm
All in favor and motion carried.

Submitted by Michael Lyn Cappello