



SANDY BEACH COMMISSION

May Minutes

Date: May 21, 2026

6:00 PM

Location: **Sandy Beach**

In attendance: Jennifer Parsons, Kathy VanOrmer, Corinne Houle, Lauren Wheeler, Terry Connor (Acting Chairman), Tom Matthews, Andy Parker, and Lara Norris

- Call to order: 6:01pm
- Approval of minutes from April 16th and April 30th, 2026, meeting. Kathy VanOrmer made a motion to approve the minutes, seconded by Terry Connor, and unanimously passed.
- Treasurers report: Kathy shared the current balance as of 05/20/2026 = \$2,343.
- Tom Matthews made a motion to authorize Kathleen VanOrmer, Andrew Parker, and Lara Norris as authorized signers on the Union Savings Bank Concession Account, remove Denise Parker and Todd Dyer as signers, cancel the debit card in Todd Dyer's name, and authorize the issuance of a debit card in Lara Norris's name. Jenn Parsons seconded the motion and the motion unanimously passed.
- Correspondence:
 1. Kathy shared an email sent to the First Selectman of Morris, and their assistants on 5/13/2026. The email requested that the Town of Morris assist with mowing the field used for parking and remove a pile of brush near the bath house building. The Morris Highway Dept responded on May 13 that they would do both the requested projects.
 2. Kathy shared an email sent to the First Selectman of Litchfield, their assistants, and the public works department on 5/13/2026. The email requested that the Town of Litchfield assist with raking the beach prior to May 23, opening day. No response or acknowledgement was received.
 3. Kathy presented an email received from the Seherr-Thoss Foundations on 05/07/26. The board members of The Seherr-Thoss Foundations denied our grant request for \$42,400 to cover the cost of purchasing a tractor (with loader, mower and rake attachments) and a garage to store the equipment in.
 4. Jenn shared the emails received in the Sandy Beach email account. She noted that she replies to the emails with the requested information or she forwards it to the appropriate commission members for a response.
- Old Business

- Kathy reported that the Personnel Committee (Kathy, Corinne, and Lauren) held interviews with all applicants for the lifeguard, gate guard and snack shack positions. The Committee discussed staffing needs and which candidates were the best fit for the roles. Job offer letters were sent to each candidate requesting the completion/acknowledgement of receipt of the employee handbook, employment agreement, Federal W-4, State CT W-4, and direct deposit form. On May 17th the new hires were asked to attend a training session at Sandy Beach. Most of the new employees attended the clean up day. The Commission acknowledged their gratitude to ACE Hardware of Litchfield for donating a ride on leaf blower for use on the 5/17/26 cleanup day.
- Terry Connor will remove the lawn mower from the beach and will either repair it or look at options for purchasing a new mower.
- Communication between Ed Ryle and Laurentano Signs was shared with the Commissioner, following up the new "Sandy Beach Rules" signs. The 3 rule signs were printed and will be installed within a week. In addition, the buoys to mark off the swimming area will be put in the water this week, prior to opening day.
- Roof repair update - Terry contracted services with The Last Builder and the roof repair work was completed. The Commission received an invoice totaling \$1,500 for the repairs.
- Bantam Lake Ski Club - Ski Show agreement still needs to be revised and sent to the Ski Club. Ed will make the revisions to include a disclaimer regarding Sandy Beach staff availability during the event. Ed will discuss the details of the contract with Lara Norris to ensure she agrees with the terms of the agreement.
- Corinne informed the group that she and Ed met with the Town of Morris Board of Finance prior to the Town's annual public hearing on the 2026/2027 budget, last week. Corrine shared that the procedure for special funding requests, the funds needed for opening the beach, needs to be requested in writing, and submitted by Ed at the Town meeting, next week. Ed needs to follow up with the Town of Litchfield regarding the procedure for special funding requests.
- New Business:
- Calendar 2026 - Kathy presented the updated 2026 calendar for review by Commission members.
- 2026 Forms - Kathy presented the updated/revised swim lesson flyer and beach pass application. Kathy reported that she created a VENMO account for use in accepting payments at the beach, as well as online for beach passes and swim lesson payments. She created a Google Form that will be posted on the website for 2026 beach pass applications.
- Corinne made a motion to approve Heather Hurley, lifeguard instructor, to schedule a lifeguard certification class on June 6th, to be held at Sandy Beach, or another location, if needed. Kathy seconded the motion and the motion unanimously passed.

- Andy Parker was asked to research the cost for new buoys and lines for the swim area and to present his findings at the next Commission meeting.
- Jenn will follow up with Ed regarding the insurance claim for the roof repairs and the Bantam Lake Ski Club contract for the ski show.
- Beach Manager's Report: none
- Lara inquired about the Torrington Health District certification. Kathy reported that the current certification is good through June 30, 2026. The renewal will be received and handled by Kathy, the first week of June.

Adjourn: 7:45 PM (Terry moved, Lauren second, unanimously approved)

-Jennifer Parsons, co-secretary

Next meetings:

Regular Meeting: June 18, 2026 at 6pm @ Sandy Beach