

MINUTES
REGULAR MEETING
RECREATION COMMITTEE
LISBON TOWN HALL
MONDAY, DECEMBER 20, 2021
7:00 P.M.

1. Call to Order - The regular meeting of the Recreation Committee was called to order by TJ Restivo, Vice-Chairman, at 7:07 pm.

MEMBERS PRESENT: Thomas Restivo, Christopher Fabry, Jhady Jaffe, Andrew Lagace,
Robert Rhoades

MEMBERS ABSENT: Juliana DeWilde, Kyle Gleason, Meagan Sikorsky

2. Reading of Previous Minutes

Motion by C. Fabry second by A. Lagace to waive reading of the previous Regular Meeting minutes of 11/15/2021 and approve the minutes as mailed. VOTE: UNANIMOUS MOTION CARRIED

3. Correspondence

- a. Memo, from Board of Finance dated 12/7/2021, re: Annual Report Narrative for Fiscal Year 2020/2021 Activities, due 1/15/2022
- b. Memo, from Board of Selectman dated 11/23/2021, re: Appointment of Juliana DeWilde to Recreation Committee
- c. Memo, from State of Connecticut Department of Public Health, re: Updated Guidance for the Operation of Interscholastic Youth & Other Amateur Sports Activities during Covid-19 Pandemic
- d. Memo, from CIAC, re: The Connecticut Interscholastic Conference 2021-2022 Winter Sports Covid-19 Guidance Effective for the CIAC Winter Sports Season (effective date: 11/29/2021)
- e. Memo, from Greater Norwich Area Chamber of Commerce, re: Notice of Annual Meeting & Proxy – Chairman Restivo does not believe this pertains to the committee.
- f. Profit & Loss Statement: July – November 2021
- g. Document, How to Run Legal and Effective Public Meetings
- h. Document, Notice of Meetings
- i. Document, Highlights of Connecticut Freedom of Information Act

4. Bills and action thereon

- a. Minuteman Press, Quote \$88.18, dated 12/7/2021 re: envelopes for Lisbon Recreation Committee

Motion by A. Lagace second by R. Rhoades to pay the \$88.18 for envelopes.

VOTE: UNANIMOUS MOTION CARRIED

- b. Jordan Brook Lawn Care, \$225.00, invoice dated 12/3/2021 re: application 5, Softball Field. PAID – noted for the record
- c. Jordan Brook Lawn Care, \$585.00, invoice dated 12/3/2021 re: application 5, Soccer & Baseball Fields. PAID – noted for the record
- d. Chairman Restivo mentioned he has been approving the payments for the port-a-potty rentals. He will continue to approve the payments.

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5. Old Business

a. LMP

- i. Bleachers and Picnic Tables – The condition of the bleachers and picnic tables was discussed. The committee would like to replace some bleachers using funds from this year's budget and also include bleacher replacement in next year's budget. Chairman Restivo will contact Mr. Sparkman to discuss removal of bleachers if deemed necessary prior to the replacements. Chairman Restivo also mentioned the baseball and softball nets have been removed for the winter.

b. Fall and Winter Programs

Youth Basketball: Mr. Fabry reported on the status of the program. The program has begun with approximately 80 participants. The registration price was increased slightly this year. Some of the program is taking place at Summit Fitness and Sports. The program has a good number of sponsors, but will always accept more sponsorship. T-shirt design will take place in the next week or so. Mr. Fabry is hopeful the Recreation Committee will pay for the t-shirts. The program is not using the school on Saturdays so the committee will save the cost of the janitor. The committee will continue to discuss the program and the possibility of reallocating funds for the program at the next meeting. Mr. Fabry will bring more financial information to the next meeting.

Motion by R. Rhoades second by A. Lagace to approve an up-to amount of \$200 to purchase a first aid kit for Youth Basketball.

VOTE: UNANIMOUS MOTION CARRIED

Co-ed Volleyball: Mr. Rhoades reported on the status of the program. The first week there were 24 participants and all spots on the court were filled. The second week there were 18 participants. The program is free for town residents and town residents are given priority. For out-of-town participants, the cost is \$5 each night or \$40 for the season. The program has seen a 50/50 split between town residents and out-of-town residents. Mr. Rhoades mentioned the need for gym floor tape to create court boundaries.

- c. Committee Calendar – Reviewed topics listed under December. The committee is on track.
- d. 2022 Meeting Schedule – The 2022 meeting schedule is set. There are a few months where the committee will meet on the 4th Monday due to holidays.
- e. Social Media Sites – Ms. Jaffe provided an update on the Recreation Committee's social media presence. Ms. Jaffe has been posting events to the Lisbon Recreation Facebook page. Those events are then shared with the Lisbon Now Facebook page, and other individuals share from there. Mr. Rhoades asked if there is a way to restrict sharing access for particular posts as to not become inundated with out-of-town participants. Ms. Jaffe agreed to look into it and also to emphasize Lisbon residents on the original posts. Ms. Jaffe will continue to share the posts from the Lisbon Youth Basketball Facebook page with the Lisbon Recreation Facebook page. Mr. Fabry asked if she could also thank the sponsors of the Youth Basketball program on the Lisbon Recreation Facebook page. Ms. Jaffe requested any information members feel should be shared on to the Lisbon Recreation Facebook page be sent to her via email or text.

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- f. FY2022-2023 Budget Submissions – Chairman Restivo lead the discussion using the 2021-2022 budget as a guide for creating the 2022-2023 budget requests.

General Budget Line Item 70201: Special Events – Increase Youth Basketball League to \$13,000. Remove the Youth Summer Basketball Camp funds. Include all other items listed the same as the current fiscal year.

General Budget Line Item 70220: Maintenance and Improvement of Rec Fields – Remove the Temporary Outfield Fence, Softball Field funds. Include all other items listed the same as the current fiscal year.

General Budget Line Item 70230: Purchased Services – Increase Fertilization and Pesticide Application Program to \$5,000 due to possible supply chain demands and inflation. Include all other items listed the same as the current fiscal year.

General Budget Line Item 70250: Supplies and Equipment - Include all items listed the same as the current fiscal year.

General Budget Line Item 70260: Lisbon Meadows Park – Remove the Multi-use Court funds. Include \$3,000 for bleachers. Include all other items listed the same as the current fiscal year.

Motion by A. Lagace second by J. Jaffe to submit FY2022-2023 Lisbon Recreation Budget per the changes discussed tonight.

VOTE: UNANIMOUS MOTION CARRIED

Chairman Restivo will submit the Budget Request Forms to the Selectman for the line items mentioned above.

6. New Business

- a. LRC Positions/ Roles

Motion by C. Fabry second by R. Rhoades to elect Thomas (TJ) Restivo as the Chairman.

VOTE: UNANIMOUS, MOTION CARRIED

Motion by R. Rhoades second by A. Lagace to elect Christopher Fabry as Vice-Chairman.

VOTE: UNANIMOUS, MOTION CARRIED

Chairman Restivo also discussed the various leadership roles for the Recreation Committee, and asked members to consider volunteering for such roles in the future.

- b. Annual Report – The Annual Report is due by January 15, 2022 and will include highlights from the committee for the past year. Chairman Restivo will complete and submit.

- c. FOI – All present committee members received the following documents: How to Run Legal and Effective Public Meetings, Notice of Meetings, Highlights of Connecticut Freedom of Information Act. Chairman Restivo reminded members that the public needs to have access to all information and discussions about matters need to occur during meetings. Committee members were asked to be cautious as there are limitations about what can be discussed via email and text. However, Chairman Restivo still encourages communication amongst committee members.

7. Any other business which may properly come before the Committee

Mr. Rhoades asked about the interest in an outdoor volleyball court. Chairman Restivo mentioned that it has been discussed and encouraged Mr. Rhoades to speak with Ms. Nancy Smigiel.

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8. Adjournment – Motion by R. Rhoades to adjourn at 8:12 pm.

VOTE: UNANIMOUS MOTION CARRIED


Melissa Cassidy, clerk

APPROVED: _____
Thomas J. Restivo, Chairman

RECEIVED FOR RECORD AT LISBON

CT ON 12/22/2021 AT 9:00am

ATTEST. LAURIE TIROCCHI, TOWN CLERK

