

MINUTES
SPECIAL MEETING
RECREATION COMMITTEE
LISBON TOWN HALL
MONDAY, MAY 12, 2014
7:00 P.M.

MEMBERS PRESENT: Nancy Smigiel, Thomas Restivo, Larissa Kelly, Frances Houle, Christopher Fabry,
James Synott, Chad Johnson

MEMBERS ABSENT: Joseph DiRoma

1. Call to Order – The Special Meeting of the Town of Lisbon Recreation Committee was called to order by Nancy Smigiel, Chairman, at 7:04 P.M.

2. Reading of Previous Minutes – A motion was made by TJ Restivo second by F. Houle to waive reading of previous minutes. VOTE: UNANIMOUS, MOTION CARRIED

3. Correspondence

- a. "Thank You" note, from Albert Tulli re: Eagle Scout Project
- b. letter, from Theresa Lewis re: possible interest in being a Recreation Committee Member
- c. Field Use Form from Jewett City Little League

4. Bills and Action Thereon

a. C & J Construction and Septic LLC, \$1800.00, dated 5/1/2014, inv# LIS-2014 re: portable restroom rental. Motion by L. Kelly second by TJ Restivo to pay.

VOTE: UNANIMOUS, MOTION CARRIED

b. Flemmings Feed –Preston, \$279.44, dated 4/30/2014, inv#24997, re: Marking lines for baseball and softball fields. Motion by TJ Restivo second by F. Houle to pay from line item 70220.

VOTE: UNANIMOUS, MOTION CARRIED

c. Desiato Sand and Gravel Corp., \$50.99, dated 4/30/2014. Motion by TJ Restivo second L. Kelly to pay from line item 70220.

VOTE: UNANIMOUS, MOTION CARRIED

d. Prokop Signs, \$723.00, dated 5/9/2014, invoice #20722. Motion by TJ Restivo, second L Kelly to pay from line item 70201.

VOTE: F. HOULE ABSTAINED, MOTION CARRIED

James Synott entered 7:16 P.M.

5. Lisbon Meadows Park

a. Maintenance – Motion by L. Kelly second by F. Houle to approve up to \$4000.00 for softball field upgrades.

VOTE: UNANIMOUS, MOTION CARRIED

Motion by L. Kelly second by J. Synott to amend the amount to \$2500.00

VOTE: UNANIMOUS, MOTION CARRIED

b. Gate & Lock – C. Johnson stated that all locks need to be replaced and that the Committee needs to be careful how keys are passed around, or combination locks should be used and combination changed every six months. Decided on six heavy-duty combo locks.

c. Baseball Field – Needed: Plugs; Case of Line Paint; Turf-X; Pitching Machine (bids: Anthem=\$2404.25/Jugs Sports=\$2360.00/Dick's=\$2117.74); Wheel Burrow; Field Rake; Line String; Load of Fill. Motion by TJ Restivo second by J. Synott to approve an up-to amount of \$4000.00 for baseball field up-keep and equipment. VOTE: UNANIMOUS, MOTION CARRIED

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Motion by L. Kelly second by F. Houle to approve up to \$4000.00 for softball field upgrades.

VOTE: UNANIMOUS, MOTION CARRIED

Motion by L. Kelly second by J. Synott to amend the "up-to" amount to \$2500.00.

VOTE: UNANIMOUS, MOTION CARRIED

d. Batting Cage – Jewett City Little League has a net they do not own and could it be the one missing? C. Johnson to look for model number for net and batting cage. The softball batting cage is installed correctly. Motion by TJ Restivo, second by L. Kelly to approve an up-to amount of \$500.00 for a new batting cage net.

VOTE: UNANIMOUS, MOTION CARRIED

Motion by J. Synott second by F. Houle to change the "up-to" amount to \$750.00 for a new batting cage net.

VOTE: UNANIMOUS, MOTION CARRIED

e. June Trails Cleanup - Motion by C. Johnson second by J. Synott to approve an up-to amount of \$1500.00 for trails clean-up for crushed stone and non-skid strips for walking trails and bridge maintenance.

VOTE: UNANIMOUS, MOTION CARRIED

June 7, 8:00 A.M. - 11:00 A.M. Trails Clean-up and June 8, 10:00 A.M. – 12:00 P.M. Fun Run. Motion by F. Houle second L. Kelly to approve an up-to amount of \$100.00 for participation ribbons for the Fun Run.

VOTE: UNANIMOUS, MOTION CARRIED

Motion by C. Johnson second by TJ Restivo to amend the up-to amount to \$200.00 for participation ribbons for the Fun Run and refreshments.

VOTE: UNANIMOUS, MOTION CARRIED

f. Tawanus Trail Co. Meeting

g. Eagle Scout Project Proposal for Pavilion – Ryan Tirocchi from Boy Scout Troup 73 was present to give his proposal. He said the shingles on the Pavilion in Lisbon Park Meadows needed replacing, and would like to build a stone fireplace. He spoke to ZEO Carl Brown about getting a building permit. He assured the Committee that boy scouts would NOT be up on roof – only adults would be. He estimates cost for roof to be @\$700, and would raise the money through fundraising. F. Houle to be direct liaison for the project. Motion by F. Houle second by C. Fabry to accept the Eagle Scout Project.

VOTE: UNANIMOUS, MOTION CARRIED

6. Egg Hunt Report – Verbal report by L. Kelly. 110 participants this year, fairly evenly distributed through the three age groups. Would like to add a pancake breakfast with the church, pictures with the Easter Bunny, and other activities next year. Total expenses for this year was \$562.07.

C. Johnson entered at 7:31 P.M.

Motion to reimburse L. Kelly the \$562.07 was made by J. Synott second by C. Fabry, for Easter Egg Hunt expenses.

VOTE: UNANIMOUS, MOTION CARRIED

7. New Programs

a. Track Camp – C. Johnson is undecided about the program. May put it off until next year.

[illegible]

Basketball Camp Proposal

July 28-Aug 1 10:00-12:00

Lisbon Central School

K-3rd

Cost Per Camper: \$60

Cost Per Camper: \$60
NON-RES 70.00

40 campers x \$60 = \$2400 Total

Total Hours for coordinator

1 hour set-up

2 hour instruction

1 Hour Clean-up

1 Hour Prep/Planning

5 Hours per day = 25 hours per week

Salary: ~~\$70~~ per hour = \$1000

Total Hours for Counselors

2 hour instruction

2 Hours per day = 10 hours per week

Salary: \$15 per hour = \$150

Expenses

Basketballs 15 x \$9.95

t-shirts 40 x \$8 = \$320

Complete breakdown

40 campers X \$60 = \$2400

-\$1000 (coordinator)

-\$900 (counselors)

-\$320 (t-shirts)

Total: 180

btal: 180
129.25 - product

Recreation July

Lisbon Tennis Camp	8am - 9am	2nd grade - 5th	8 campers Max	Total: 8campers X \$40 = \$320
July 28th - Aug 1	9am - 10am			-64 (t-shirts)
Lisbon resident: \$40	Non-resident: \$45			- \$225 (salary)
Coordinator:				program
1 hr preparation	3 hours a day	15 hours a week	15 hrs @ \$15 an hour = \$225	will adjust
1/2 hr set-up				
1 hr instruction				
1/2 hr clean-up				
Expenses				
Tennis Hopper	@\$45.95			
T-shirts	8x\$8= \$64			

program director fee

Will adjust based on registration numbers

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- b. Youth Programs – C. Fabry gave comprehensive report of his proposal. (See attached spreadsheets for proposals). Motion to accept proposal for Lisbon Recreation Youth Tennis Camp by J. Synott second by L. Kelly. VOTE: UNANIMOUS, MOTION CARRIED
Motion to accept proposal for Lisbon Recreation Youth Basketball Camp by J. Synott second by C. Johnson. VOTE: UNANIMOUS, MOTION CARRIED
- c. Fitness Programs - C. Fabry gave comprehensive report of his proposal. (See attached spreadsheet for proposal). Motion to accept proposal of three (3) sessions of Lisbon Recreation Adult Fit Programs by TJ Restivo second by C. Johnson. VOTE: UNANIMOUS, MOTION CARRIED
8. Outdoor Volleyball Sand Courts – Motion to approve an up-to amount of \$1500.00 to get a bid-package done for volleyball sand courts by F. Houle second by J. Synott. VOTE: UNANIMOUS, MOTION CARRIED
9. Season End Reports
- a. Youth Basketball – NONE
- b. Adult Basketball – NONE
- c. Women's Volleyball – Motion to pay director's fee of \$4000.00 to N. Smigiel by TJ Restivo second by L. Kelly. VOTE: UNANIMOUS, MOTION CARRIED
- d. Adult Co-Ed Volleyball - Motion to reimburse N. Smigiel \$1915.92 from line item 70201 for Volleyball Banquet expenses by TJ Restivo second by C. Johnson. VOTE: UNANIMOUS, MOTION CARRIED
11. Bus Trips – Report by J. Synott. Sold 29 of 50 tickets so far. For Red Sox game. Received \$1140 in checks so far. Has bill for bus from Constitution Coach for \$1125.00.
Motion to pay Constitution Coach \$1125.00, invoice #105091 dated 7/20/2014 from line item 70201. VOTE: UNANIMOUS, MOTION CARRIED
12. Adjournment – motion by C. Johnson second by F. Houle to adjourn at 9:40 P.M. VOTE: UNANIMOUS, MOTION CARRIED



Elaine Joseph, clerk

APPROVED: _____
Nancy Smigiel, Chairman

RECEIVED FOR RECORD AT LISBON
CT ON 05/20/14 AT 11:40am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
