

# Town of Granby Park & Recreation Board

Regular Meeting  
Salmon Brook Park – Park House  
Tuesday, September 5, 2023  
6:15 PM

## Attendance:

Board:  McGovern,  Dion,  Simard,  Bilodeau,  Litchfield,  Ungerleider,  Haefner

Staff:  Vincent

## Minutes:

Meeting commenced at 6:15p.m. – all board members and Director Vincent in attendance.

Board welcomed newest board appointee, Julie Haefner.

Minutes for August 2023 Board meeting reviewed and accepted.

Public session was opened - no members of the public in attendance for any public comment.

Old business topics were discussed in detail.

Capital Plan sub-committee affirmed plan for deliverables for October board meeting;

- Create presentation for future use at October BOS meeting to offer a 'State of the Parks' to introduce/socialize nearer-term capital project priorities
  1. Highlight condition of and safety concerns regarding two (2) Salmon Brook Park facilities;
    - Community Playground
    - Basketball Courts
  2. Offer discussion regarding potential funding paths;
    - STEEP Grant(s) currently
    - under consideration
    - Potential Recreation Fund policy considerations
    - General Fund
  3. Set-expectations of Board grooming an ongoing backlog and prioritization of future capital needs

Policy Setting Process – Facility Use Fees Structure and Inter-related Recreation Fund

- Director Vincent provided overview of Recreation Fund activities, revolving account status, funding source of staff salaries and benefits, program enhancements/equipment, and 'small capital' expenditures
- Discussed four (4) key focus areas for further review by Board;
  1. Policy setting surrounding Recreation Fund
  2. Fee schedule review and assessment of enhancement areas
  3. Exceptions to fee schedule based on nature of organization/person/purpose, etc.
  4. Assessment of Staff funding (whole or part) from General Fund; consider views as a function of 'core' services vs. fee-for programming services

- Sub-committee established to prioritize a point-of-view regarding items 1 and 4 (they seem to interconnect)
  1. McGovern, Haefner to focus on nearer-term view development and Dion, Bilodeau to engage following conclusion of their sub-committee on capital needs

#### **New Business**

##### **Board By-laws**

- McGovern to resend in-force by-laws and ordinance forming the Park and Recreation Board
- Board to consider by-law amendments/rewrite at future Board meeting

##### **Budget Process**

- Director Vincent offered clarity on near-term Board support – consistent with action items of capital needs and policy setting
- Commitment to keep Board up-to-date on budget development throughout cycle

**Meeting adjourned at 7:21p.m.**