



PARKS AND RECREATION COMMISSION

SUB-COMMITTEE MEETING

Minutes

Bridge Street Community Center (BSCC)

Tuesday, December 1, 2015

8:00 A.M. Town Hall conference room

Present:

Krystal Holmes, Cindy Nicholson (P&R Commission), Brian Casinghino (P&R Commission), Beth Chafetz, Donna Blanchette, Joanne Sullivan, Fred Purdue, Denise Nikolis, Cindy Fisher (P&R), Anne Borg, Wendy LaMontague (P&R)

1. Call to order at 8 AM
2. No public input
3. Discussion of site visits
 - a. Wethersfield CC visit – Thursday, 12/3 – 9:30-11:30
 - i. Meet at Town Hall Thursday at 8:30 AM
 - ii. Wendy, Krystal, Brian, Donna and Fred visiting
 - b. Newington CC visit – Thursday, 12/10 – 9:30 – 11:30
 - i. Meet at Town Hall Thursday at 8:30 AM
 - ii. Wendy, Beth, Krystal, Anne, Donna, Fred and Cindy N.
 - c. Windsor CC visit – Wednesday, 12/16 – 9:30-11:30
 - i. Meet at Town Hall Wednesday at 8:45 AM
 - ii. Beth, Donna, Denise, Wendy, Anne, Krystal and Brian
 - d. S. Windsor – Scheduled for January 13, 2016
 - i. TBD – time and participants
4. Review of questionnaires for site visits
 - a. Wendy, Fred and Cindy N. (with Lauren's help with set-up), organized questions for site visits.
 - i. Two sets of questions –
 1. One set of preview questions answered in by the people at those centers in advance of our visit
 2. One set which is a visual checklist of things we see at each sight (e.g. signage, set-up of spaces, etc.)
 - b. Beth will write thank you notes to centers after visits.
 - c. Group agreed that taking pictures to have visual reminders of the trips would be valuable. Wendy will provide camera for pictures at each site.
5. Review of PBC meeting
 - a. Donna and Beth attended the PBC meeting on November 19, 2015..
 - b. There was some discussion of the Bridge Street project

- i. Environmental reports will need to be made
 - ii. Discussion of gutting the building and doing the abatement in conjunction with the abatement that will need to be done for the Town Hall project.
 - iii. Discussion of timing of the bonding. TBD
 - iv. Town will provide money to do exploratory work on abatement
 - v. Michael Stevens is the liaison from the BOF to PBC
 - vi. Beth and Donna will attend next PBC meeting on Thursday, Dec 3
- 6. Fundraising Ideas
 - a. Still in formative stages
 - b. Check with Patrick McMahan, Melissa re: grants
 - c. Other ways to raise funds are needed
 - d. Create a Friends of the CC group? Ongoing?
- 7. Review of Work Flow ideas
 - a. Krystal presented a draft of the work flow ideas we discussed at our last meeting.
 - b. Some difficulty getting the Google docs set up so people can contribute ideas on line, saving time.
 - c. Will ask Lauren to organize this
 - d. Re: Communication area
 - i. Articles monthly in *Observer*
 - ii. Facebook presence – Denise
 - iii. Post information on website
 - e. Would we need to create a 501c3? Can we funnel money through the town?
 - f. Continued discussion tabled until next meeting
- 8. Vision statement
 - a. Beth presented 2 ideas for a vision for the new center.
 - b. General consensus seemed to favor something like the first choice- “Our vision is to nurture the health and well-being of our community by being a model for a sustainable, welcoming and vibrant community center, enhancing the quality of life in Suffield, and responsive to the wants and needs of our patrons and community.”
 - c. Will continue to refine ideas.
- 9. Meeting adjourned at 9:15 AM

Next meeting Tuesday, December 15, 2015 at 8 AM – Town Hall Conference Room