

**TOWN OF GRANBY
PARKS & RECREATION BOARD
MEETING
Tuesday, January 7, 2025**

Members Present: Anthony McGovern, Greg Dion, Sheri Litchfield, Julie Haefner, and Kathy Ungerleider

Staff Present: Sandra Yost

Absent: Jen Bilodeau

Public: None present

Chairman McGovern called the meeting to order at 6:05p.m.

APPROVAL OF MINUTES: Tabled to February 2025 meeting

PUBLIC SESSION: None

OLD BUSINESS:

- Park Improvements/Master Plan
 - At the end of October 2024, Mike Walsh, Town Manager, issued a Request for Proposal (RFP) for Parks and Recreation Facility Analysis Consultant for purposes of assessing the program offerings from the Parks and Recreation Department to holistically assess what offerings might be redundant, what additional offerings the community might demand in an effort to insure townwide recreation offerings are best in class and represent the demands and desires of the community. Two firms returned proposals, and the winning selection is GZA out of Springfield, MA. The process is expected to take six months with a concentration on Salmon Brook Park and Ahrens Park.
- Subcommittee Updates
 - Policy setting around fee structure
 - Some Board members were under the impression that the matter was settled, assuming the new Townwide Room Use Policy answered the concerns. Chairman McGovern pointed out that additional fees are collected, i.e. for field usage and pavilion usage that remain up for discussion
 - Policy setting around Recreation Fund
 - No additional progress has been made
- Board Vacancies
 - At the start of the meeting, Kathy Ungerleider announced she would not seek another term on the Board. Much to her surprise, she discovered that she had served 20 years. The Board thanked her for her years of service and wished her

well. Julie Haefner also decided not to continue for another term. Julie was thanked for her service. Julie submitted suggestions for her replacement.

- Chairman McGovern reminded the Board that four members are required to have a quorum to conduct official business. Finding members to serve is critical.
- The February agenda will have an item to vote on the Chairman position.

NEW BUSINESS:

- Park hours of operation
 - Prior to posting any updates/changes to hours, the ordinance will be reviewed for compliance
- Current Park projects – update from staff
 - Review of successful December events
 - Holiday Marketplace had more than 40 vendors. Many vendors stated the event was the best of the year for them, and others reported breaking sales goals.
 - Thank you to Greg Dion for assistance at Breakfast with Santa. Event sold out for three seatings. Santa, Mrs. Claus, and special appearance by the Grinch made lasting memories for attendees.
 - Basketball started with first games played over past weekend.
 - Ski Sundown program started past Friday.
 - Planning:
 - Preparations for camp season started
 - Updating camp policy manual
 - Issuing RFP for concessions
 - Contacting former directors and staff for intent of return for 2025 season
 - Working on Mission Adventure excursions
 - 30 upcoming events planned, half are weddings
 - October 2026 SOLD OUT for Fridays and Saturdays at North Barn Pavilion
- Updates/Inputs/Requests of Board from Staff
 - Chairman McGovern asked about possible replacement of the basketball hoops. An inquiry on the cost and logistics will be made by staff.
 - Sandy stated that she is looking forward to the Park Study project and would appreciate participation from Board members to ensure their voices are heard and help to drive the future of the Parks.

ADJOURNMENT:

ON A MOTION by Kathy Ungerleider, as her last act as a member of the current Board, moved to close the meeting at 7:56 p.m. The motion was seconded by Julie Haefner, as her last act as a member of the current Board. (5-0-0)