

**TOWN OF STRATFORD
BOOTHE MEMORIAL PARK COMMISSION
SPECIAL MEETING MINUTES**

March 31, 2009

The Boothe Memorial Park Commission of the Town of Stratford conducted a Special Meeting on Tuesday, March 31, 2009 at 7:30 p.m. in the Coliseum Building on the grounds of Boothe Memorial Park, Main Street, Stratford CT, pursuant to notice duly given and posted.

Call to Order: The meeting was called to order at 7:35 p.m.

Presiding: Chairman Stephanie Philips

Commissioners in Attendance: J. Brazzell, R. Brown, B. Burton, B. Daponte, S. Voccola, Councilman T. Moore, Councilperson A. Wanamaker, A. Scala

Commissioners & Others Absent: M. Holden (BMAS), A. Thorpe (Amateur Radio Group)

Others in Attendance: P. Handy (Parks Dept.), P. DeVitto (BMRS), Frank Kecko (Rose Garden volunteer), Donna Caserta (Volunteer)

1. **Approval of Minutes:** The minutes of the 2/5/09 Special Meeting were approved on a motion by R. Brown and seconded by A. Scala.

 2. **Financial Report:** Chairman Philips distributed 3/31/09 Balance Sheet as well as Profit & Loss Report through March 2009; and reported that the Commission's Reserve Account balance is currently \$29,000 and allocated budget as of 7/1/09 will be \$6,375.

 3. **Ongoing Business:**
 - a) Kitchen Renovations – Chairman Philips reported that there are 3 bids to consider (distributed copies for review) - 2 best bids are Restaurant Equipment Paradise and Best Restaurant Equipment. Discussion followed regarding the following issues and concerns:
 - Better to choose local business
 - Difference in price between 4-burner vs. 6-burner unit
 - Specifications & bid language
 - Service contract by supplier
 - Warranty
 - Consider looking into purchasing “used” equipment due to cost
 - Approach current bidders and request new quotes for 4 burner unit
 - Chosen bid contract must go before Town Council for approval
- Motion by R. Brown to authorize Chairman Philips to solicit bids for a 4-burner range with warranty, seconded by A. Scala and passed unanimously.**

- b) Pumpkin Festival '09 – no discussion, table to next meeting.
 - c) May Opening Day 5/17/09 – no discussion, table to next meeting.
 - d) Website updates – no discussion, table to next meeting.
 - e) Park Rental Applications – no discussion, table to next meeting.
4. **Parks Department Report:** no report.
5. **Volunteers Reports:**
a) Boothe Memorial Railway Society – P. DeVitto submitted an invoice for expenses reimbursement. **Motion by R. Brown to approve reimbursement to BMRS in the amount of \$214.86 for expenses, seconded by A. Scala and passed unanimously.**
6. **New Business:**
a) Boothe Park Signage – Chairman Philips reported that she has contacted a sign maker and the Commission needs to submit a proposal for specific signs. Phil Handy noted that he will look into pricing and make a list of signs needed.
b) Friends of Boothe – Chairman Philips reported that the Friends of Boothe have been paying expenses for recent painting, ceiling repairs and radiator covers, and has checked with the Town Council (Susan Collier) about reimbursing FOB from Commission funds. If these recent expenses are not covered under the bonding funds, does the Commission want to contribute monies to FOB? To be discussed further at next meeting.
7. **Adjournment:** There being no further business to discuss, the meeting adjourned at 8:35 p.m. on a motion by R. Brown and seconded by A. Scala.

Respectfully submitted,

Debbie Gallo
Recording Secretary