

STAFFORD RECREATION COMMISSION
Special Meeting
Staffordville School & Zoom Video Conference
Meeting Minutes
Meeting Date: Tuesday November 18, 2025

Members: Chairman - Dave Bachiochi, Secretary - open, Harold Blake Hatch, Tom Topping, Bill Utermarck, Jose Scarpa, James Talamini, Steve Munn

Members Present: Dave Bachiochi, Harold Blake Hatch, Tom Topping, James Talamini, Jose Scarpa

Members Absent: Steve Munn, Bill Utermarck

Recreation Director: (Open)

Guests Present (in person): Tim Cromwell, David A. Bachiochi

- 1.) **Call Meeting to Order** – The meeting was called to order at 7:15pm with five (5) members present (Three in the room, two on Zoom) and two guests in the room. We were unable to use the primary Zoom number and reverted to the previous Zoom call to complete the meeting. Thus the late start.
**- Regarding one other point of order, all draft documents are uploaded to the following working link [Stafford Recreation](https://clubs.bluesombrero.com/Default.aspx?tabid=1439549) (<https://clubs.bluesombrero.com/Default.aspx?tabid=1439549>) to facilitate discussion within the meeting as well as outside of the meeting. Once finalized, each document will be published with the appropriate meeting minutes on the town website.
- 2.) **Review and Accept Minutes** from previous meeting (10/8)
 - a. On a **MOTION** by Jose, seconded by Tom, the minutes of the October 8, 2025 commission meeting were approved unanimously.
- 3.) **Public Comment & Correspondence:**
 - a. **Calendar of 2026 Regular Meetings** ** The discussion settled on keeping the second Wednesday of the month cadence starting at 7:00pm at Staffordville school and via Zoom. Excluding July and August. And the November meeting will take place on 11/18/2026 to avoid conflict with Veteran's Day.
 - b. Request for **2026-2027 budget** arrived today and will be discussed at the December meeting. The deadline for submission to Beth is 12/29/2025. No action was or can be taken because it is a special meeting but we do want to potentially include restoration of one or more youth sports stipends, some sort of stipend for a part-time recreation director, and potential funding for swimming instruction. A draft budget will be available for discussion in December.
- 4.) **New Business:**
 - a. **Youth Sports Registration Calendar** ** for town website. Dave reviewed the current draft table of basic information. It needs a few more bits of information from a couple of the sports programs but is ready to be published as is if necessary.
 - b. **Youth Sports Reporting Overhaul (activity inventory plus financials)** ** Dave has proposed we combine the reporting requirements we request from the youth sports programs regarding activity and financial reporting into a single report and adjust the schedule for them to occur seasonally at the end of their respective primary playing season. This can serve to minimize the burden on the youth organizations and allow time to address any concerns prior

Schedule of Regular Meetings for CY 2025 (2nd Wednesday except July and August):
Jan 8, Feb 12, Mar 12, Apr 9, May 14, Jun 11, Sep 10, Oct 8, Nov 12, Dec 10

to the next season. A draft of the document was reviewed, and a few suggestions made. Dave noted that he has endeavored to identify best practices in place at other towns (Ellington and East Lyme, so far) via contacts from the CRPA (Connecticut Recreation and Parks Association) that we subscribe to. Once a few more inputs are received, a finalized version will be presented. Update: The cities of Bristol, Greenwich and Waterford had shared their documents. We seem to be on the right track.

- c. **Update Major Improvement Priorities**** The draft document for this year's update to the major improvement priorities was reviewed. One new item has been added to include swimming lessons at Staffordville Lake in the summer. It will be prioritized as #1a alongside our #1 priority for a Recreation Director. James pointed out that there may be some progress on #6 Kealy Field lighting to install some efficient lighting powered by solar panels for the parkin area near the batting cage. Dave to verify timing with Rich Smith. The Levinthal Run project was moved to the completed section. And a few other clerical changes were made.

FUTURE MEETING (December) Topics

- d. **Active engagement to increase youth sports/activities enrollments:** Tabled until next month.
- e. **Enabling Summer Rec Swimming instruction:** Tabled until next month.
- f. **Collaboration with nearby towns for programs not offered in Stafford:** Tabled until next month.
- g. **Staffordville School & Recreation activities public discussion:** Tabled until next month.

5.) Old Business:

- a. **Recreation Director Going Forward:** Tabled until next month's meeting.
- b. **Long Term Recreation Strategy:** Tabled until next month, except that it was noted by most of us that it is becoming imperative to put such a strategy into writing, and that exercise should start in January.

6.) Adjourn

- a. Dave indicated that our next meeting will be Wednesday December 10, 2025. On a **MOTION** by Jose, seconded by Tom, the commission unanimously voted to adjourn at 8:17pm.

Respectfully Submitted,

Dave Bachiochi, Acting Recording Secretary

Signature

Date