

STAFFORD RECREATION COMMISSION
Regular Meeting
Staffordville School & Zoom Video Conference
Meeting Minutes
Meeting Date: Wednesday December 10, 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 (Pepe) Scarpa, Bill Utermarck

Members Absent: Steve Munn

Recreation Director: (Open)

Guests Present (in person): None

- 1.) **Call Meeting to Order** – The meeting was called to order at 7:10pm with six (6) members present (Two in the room, four on Zoom). **- 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. Each document will be published with the appropriate meeting minutes on the town website once finalized.
- 2.) **Review and Accept Minutes** from previous meeting (11/18)
 - a. On a **MOTION** by James, seconded by Pepe, the minutes of the November 18, 2025 commission meeting were approved unanimously.
- 3.) **Public Comment & Correspondence:**
 - a. Request for **2026-2027 budget** is due to Beth by 12/29/2025. Further discussion is found below.
- 4.) **New Business:**
 - a. **Youth Sports Registration Calendar** ** for town website. Dave reviewed the latest draft table of basic information. While lacking a few bits of information from a couple of the sports programs it is ready to be published as is.
 - 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 to the next season. The latest draft of the document was reviewed, and a consensus reached to publish. Dave reinforced the fact that he has endeavored to identify best practices in place at other towns (Ellington, Greenwich, Bristol, Waterford and East Lyme, so far) via contacts from the CRPA (Connecticut Recreation and Parks Association). Further, the selectman's office has no issue with publishing. On a **MOTION** by Blake, seconded by James the commission approved publishing and enforcing the governance document. Dave will offer to visit each youth organization's board in person to explain and answer any questions.

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

- c. **Update Major Improvement Priorities**** The latest 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. Blake noted that one other town in central CT leverages college students (CCSU) as swimming instructors, so that could be pursued for the Stafford program. James previously pointed out that there has been some progress on #6 Kealy Field lighting to install some efficient lighting powered by solar panels for the parking area near the batting cage. The Levinthal Run project was moved to the completed section. And once the status of the SHS Track resurfacing project is updated, the priorities will be ready to publish. On a **MOTION** by Blake, seconded by James the commission unanimously agreed to publish the updated priorities.
- d. **Budget 2026-2027**** Discussion regarding what to include in the current budget proposal for FY27 included an update regarding the summer rec program and summer lifeguards provided by Diana Rose. Estimates include COLA increases to salaries. Included as growth items were \$2,500 for summer staff training specifically for swimming instructors, the youth sports stipends that were removed in FY26, and a line item for a full-time Rec Director. All this to have the financial discussion in January. On a **MOTION** by James, seconded by Blake the commission unanimously approved submitting a budget with these additions.

FUTURE MEETING Topics

- e. **Active engagement to increase youth sports/activities enrollments:** Tabled until next month.
- f. **Enabling Summer Rec Swimming instruction:** Tabled until next month.
- g. **Collaboration with nearby towns for programs not offered in Stafford:** Tabled until next month.
- h. **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 previously 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 January 14, 2026. On a **MOTION** by Tom, seconded by James, the commission unanimously voted to adjourn at 8:10pm.

Respectfully Submitted,

Dave Bachiochi, Acting Recording Secretary

Signature

Date