



Members Present

Beach Baywood, Denis Day, Chuck Lee, Chris Mayhew, Tony Perreault, Jim Trowbridge

**1. Call to Order**

Trowbridge called the meeting to order at 7:02 pm.

**2. Seating of Alternates**

Tom French was welcomed by commissioners as Eastford's new Alternate and was seated as a voting member.

**3. Citizen's Participation**

Four Eastford residents stated that language leading up to the vote to buy Nahaco emphasized that Nahaco would be self-sustaining.

**4. Day Camp Report**

Day Camp Director Jen Larkin presented the 2015 Day Camp Report which indicated total deposits of \$43,165. Confirmed expenses plus anticipated W2 wage withholdings would equal about \$43,000.

**5. Nahaco Info Letter, Sept 2002**

Steve Broderick, chairman of the Eastford Conservation Commission (ECC) back in 2002, gave a brief overview of info contained in a 2002 Nahaco informational letter, authored by the ECC at the request of the Eastford Board of Selectmen, and distributed so that voters could make an "informed decision" about buying Nahaco.

Under the heading MAINTENANCE & MANAGEMENT COSTS, the letter states, "The plan would be for the park to be self-sustaining financially: that income generated there would cover annual maintenance costs."

**6. Finances/ Reporting**

Commissioners reviewed a message generated by Woodstock Treasurer Donna Stefanik indicating that responding to requests for Nahaco financial statements/ reports "has become a full time job." Stefanik also expressed concern about cash payments, the lack of bonding, and the number of people who deliver Nahaco receipts to her office.

In a meeting with Trowbridge earlier today, Stefanik recommended (1) receiving payment by check only (for rentals, etc), (2) designating one person to convey Nahaco receipts to her office, (3) stipending that person to allow for bonding, (4) reviewing Larkin's budget in the spring before Day Camp.

Stefanik also said that the Account Level Operating Statement would likely satisfy the Commission's info needs.

Commissioners agreed to implement recommendations #1 (in place), #2, and #4 and to seek further info on #3.

Trowbridge suggested that accepting monthly Operating Statements from Stefanik would sufficiently inform the Commission for now and would effect a much needed reduction in the demand on Stefanik's time and resources. Baywood said that the Operating Statement would not yield detail enough to identify individual expenditures, etc. Trowbridge suggested that the fiscal record already in the Commission's possession plus Larkin's new Day Camp report would suffice to guide the Commission in its planning effort. Additional input will be sought from Stefanik.

**7. Lean-tos/ Condemnation Order**

Pursuant to discussion, Trowbridge will ask Woodstock Building Inspector Terry Bellman if he'll allow removal of some shelters by interested parties, and what the deadline is for filing a repair plan.

**8. Resignation/ Recommendation**

No discussion.

**9. Task Sheet/ Other Indexes**

Discussion indicated that lists recording assignments, inspections, and the like would eliminate misplaced and lost information and relieve pressure on the minutes. Baywood will provide samples.

**10. Planning**

Trowbridge distributed Draft Planning Worksheets listing difficult questions which, if answered, might lead to an effective and efficient approach to the planning process.

**11. Citizen's Participation**

None.

**12. Adjournment**

→ MOTION (Mayhew, Baywood): TO ADJOURN AT 9:03 PM. Unanimous.

Next meeting is August 26, 2015 at 7 pm, Nahaco Dining Hall