

TOWN OF NORTH BRANFORD

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The Parks and Recreation Commission
STW Community Center
1332 Middletown Avenue, Northford, Ct. 06472

Special Meeting

Monday, April 27, 2015

MINUTES

1) **Call to Order**

Vice Chairman Victor Palma called the meeting to order at 6:30 p.m.

- 2) **Members Present:** Karen Ablondi, Victor Palma, Michelle Provencher, and Steve Torino
Members Absent: Brian Lynch, Director Pam Gery, Council Liaison Rose Angeloni

Also Attending: Rosanne Krajewski, Potato Festival Coordinator

3) **Discussion and Action Re: Potato Festival Cooker**

Michelle Provencher moved, seconded by Karen Ablondi, to purchase a reconditioned cooker and, if a reconditioned cooker is not available, to purchase a new cooker including the cost of transportation not to exceed \$29,000. The funds to purchase the cooker will be taken from the Potato Festival account. The Commission further authorizes the Festival Coordinator Rosanne Krajewski, the Recreation Director Pamela Gery, a Recreation Commission member or a representative from the Potato Festival Committee to present this proposal to the Town Council.

There was some discussion between Commission members and Rosanne regarding the desirability of purchasing a reconditioned versus a new cooker. Victor Palma stated that in his experience it is preferred to purchase new, if possible, and that would be his recommendation to the Potato Festival Committee.

Rosanne addressed the issue raised by the Town Council regarding the storage of the cooker. They are checking to see if it would fit in the storage trailer on site or if the Public Works Department would have an area in which to store it.

Rosanne also spoke on the issue of the insurance for the cooker. As it will be a Town-owned piece of equipment, the Commission felt that it is no different than any other equipment the Town owns and would come under the Town's insurance.

There was discussion on the need to have this go out to bid. The Commission felt strongly that this is a sole source item and that the Purchasing Assistant should check to see if the Town has a provision for sole source.

As the Town Council had raised the issue of the cooker only being used for the four-day Festival, Rosanne discussed the potential other uses for the cooker. The Commission members did not feel it should be rented out to individuals but could be used for emergency purposes, non-profits, and by other Towns. Rosanne confirmed that she will be meeting with the newly appointed Emergency Management Director tomorrow with respect to this.

The motion passed 4 in favor to 0 opposed.

Victor Palma offered to attend the Town Council meeting on May 5 as both Rosanne and Pam were not available that evening. Rosanne will check with Dennis Pannone, a Festival Committee member in charge of the Potato and Corn Booth, to see if he is also able to attend the Council meeting on May 5.

4) Adjournment

Karen Ablondi moved, seconded by Michelle Provencher, to adjourn the meeting at 7:00 p.m. The motion passed 4 in favor to 0 opposed.

Respectfully submitted,

Rosanne Krajewski
Acting Clerk