

Received  
JUN 02 2016  
Town Clerk

Members Present

Bill Bradley, Beach Baywood, Brian Griffin, Paul Oleszewski, Rick Torgeson, Jim Trowbridge

1. **Call to Order**  
Trowbridge called the meeting to order at 7:05 pm.
2. **Seating of Alternates**  
MOTION (Griffin, Baywood): TO SIT RICK TORGESON AS A VOTING MEMBER. Unanimous
3. **Citizen's Participation**  
Jacob Belanger discussed with the commission his plans for his Eagle Scout project of rebuilding and building new picnic tables.
4. **Conduct of Business/Recommendations**  
Trowbridge reported that the commission officers had met the previous Wednesday to discuss meeting efficiency and had decided that, according to the ordinance, the commission had some leeway with Robert's Rules of Order. Griffin brought up maintaining forward momentum during meetings, streamlining motions, starting on time, communication between meetings, and pre-reading minutes for approval as recommendations to achieve better efficiency.
5. **Approval of Minutes**  
MOTION (Torgeson, Oleszewski): TO APPROVE THE 4/6/2016 AND 4/13/2016 MINUTES. Unanimous.
6. **Treasurer's Report**  
Baywood reported a balance of \$25,227.20 which includes \$12,990 in 2016 Day Camp receipts. The commissioners discussed a separation of Day Camp receipts between fees and donations.  
  
MOTION (Torgeson, Bradley): TO ACCEPT THE TREASURER'S REPORT. Unanimous.
7. **Volunteer Day Review**  
No Discussion.
8. **Capital Improvement Budget**  
Torgeson recommended the commission come up with a way to ensure that goals are getting done and that items on the plan are assessed and given a monetary value. Discussion ensued on prioritizing and getting information about projects, such as the hot water unit for the Dining Hall, the boathouse, and the bathrooms, and creating subcommittees to assess buildings on the list.
9. **Foundation/ Tax Exempt Status**  
Torgeson will talk with Art about the Tax Exempt Status. Discussion at next meeting.
10. **Maintenance and Management**  
Caretaker: The commission reached a consensus that the caretaker cabin will be used as the nurse's station this year and that a subcommittee will fix it up.  
Brush Cutting: Trowbridge will lead effort.  
Web Site: The Eastford website needs updating, Torgeson will check on the protocol for submitting minutes.  
Dining Hall Floors: Baywood reported the cleaning of floors was not done on volunteer day.  
Renter's Contract: Baywood reported that the contract needs a commissioner's signature and that the renter can submit the contracts to Tom who will in turn give them to Baywood.  
Letter of Authorization: A letter of authorization from the chair was proposed that would list the people allowed to spend money at the Eastford Building supply for Nahaco.
11. **Citizen's Participation**  
None.
12. **Adjournment**  
MOTION (Oleszewski, Bradley): TO ADJOURN AT 8:45 PM. Unanimous.

Next meeting is June 1, 2016 at 7:00 pm, Nahaco Dining Hall.

Respectfully submitted by Emily Hughes.