

Minutes of the Playground Design Committee Meeting – 5/6/2025 at 6:30pm at NL Town Hall

Present:

Paul McCreary, Town Engineer
Tistrya Houghtling, Town Supervisor
Stacey Breads
Beth LaGrange
Courtney Potter – left early
Joanne Amlaw, Town Board Member
Alia Muadin (online)

Absent:

Hannah DeLisle-Stall

The meeting was called to order at 6:38pm by Paul McCreary.

Paul reviewed where he is at with creating bid specs for the project. The goal is to have bid specs to the Town Board by 6/10 and to the Town Supervisor by 6/6 for Town Board review before the meeting. If bid specs are not completed in time for the 6/10 TB meeting, they could be provided to the Town Clerk by 6/20 at the latest which is when the notice would hit the newspaper. Camp ends on 8/22 and the plan is to have construction start on 8/25.

The committee discussed fundraising next. We reviewed the letter previously drafted by the committee in 2024 and approved by LVCC in June of 2024 to be sent out from LVCC asking for donations. A few minor edits were made and it was agreed that Tistrya would email the changes to LVCC and ask them to get the letter out to individuals who may want to donate and/or sponsor ASAP.

A motion was made by Tistrya Houghtling to send the revised letter to LVCC and ask them to send it out. Beth LaGrange seconded the motion. The motion passed unanimously (Hannah DeLisle-Stall absent).

For local business sponsors, we will create a different version of the letter to be brought around by committee members to local businesses. In Courtney's absence we volunteered her to the task of taking the current letter and making it into a version to be handed out to local businesses. Paul McCreary will come to the next meeting with print outs of each piece of equipment and current costs. The committee will decide which pieces can be sponsored and the sponsorship cost for each piece.

Hannah will add two columns on the spreadsheet for donation pledged and donation received so we can track them. Hannah will re-share the business sponsor spreadsheet list and all committee members should go in before the next meeting and put their names next to the businesses they will ask. Hannah will then bring a copy of the spreadsheet to the meeting so we can assign those businesses who are not yet taken.

If there are equipment pieces that can only have 1 sponsor, we ask that an email be sent to all committee members when an equipment sponsorship is pledged so the rest of us can cross that equipment off the list of possible sponsorships.

We discussed having one main plaque that lists all donors by level as defined in the letter and listing businesses for their specific equipment sponsorship, instead of having individual plaques by each piece of sponsored equipment.

The next meeting will be held on Tuesday, June 3rd at 6:30pm at town hall.

Tistrya Houghtling made a motion to adjourn at 7:23pm. Paul McCreary seconded the motion. The motion was approved unanimously (Hannah DeLisle-Stall absent).

Respectfully submitted, Tistrya Houghtling