

Minutes of the Playground Design Committee Meeting – 5/7/2024 at 6:30pm at NL Town Hall

Present:

Tistrya Houghtling, Town Supervisor

Paul McCreary, Town Engineer

Stacey Breads

Beth LaGrange

Hannah DeLisle-Stall (arrived at 6:45pm)

Courtney Potter

Absent:

Peter McCagg, Highway Superintendent

Casey Lambert

Chris Ward

Craig Skerkis, Town Board Member

Alia Muadin

The meeting was called to order at 6:32pm by Supervisor Houghtling.

The minutes were reviewed with no recommended edits. We did not have a quorum to vote to approve them at the beginning of the meeting. At 6:45pm when Hannah DeLisle-Stall arrived, a motion was made by Hannah DeLisle-Stall to approve the minutes from the 4/2/2024 meeting as typed. The motion was seconded by Courtney Potter and approved unanimously (Peter McCagg, Craig Skerkis, Alia Muadin, Casey Lambert and Chris Ward absent).

The committee set an agenda for the meeting on 6/4 with the Magical Bridge Foundation as follows:

- 1) Funding – can you provide funding and/or guide us to where we can apply for more funding
- 2) Playground equipment manufacturer suggestions – do you have suggestions for playground equipment manufacturers with the best quality equipment, the most universally accessible equipment, the best customer service and/or MWBE companies
- 3) Best types of equipment – most utilized at universally accessible playgrounds, most accessible, easiest to maintain, etc.
- 4) Ideas on PR/Communications with the community to get local funding and community buy in
- 5) Have them start with a 10-15 minute presentation and then do Q & A and conversation

Tistrya reported that all sponsorship and fundraising efforts should come from the LVCC, not the Town.

The committee reviewed the draft letter as prepared by Courtney and discussed the some edits as follows: put in 4 levels of sponsorship – platinum = \$10,000 + up; gold = \$5,000 - \$9,999; silver = \$1,500 - \$4,999; bronze = \$500 - \$1,499; add in the total project budget and breakdown to show why we need more funding via sponsorships; add in tax deductible language; and other small edits. Courtney will get a final draft to Tistrya by this Thursday at 10am and Tistrya will bring it to the LVCC meeting for their review and edits. Tistrya will discuss the sponsorship letter and propose that the playground committee will do the legwork of going to local businesses and ask LVCC to add in language to the letter about their organization and how to make donations to this project.

The ask is for the LVCC to sign on to the letter and share with their network via email blast and FB posts and that the committee will go in person to the local businesses and do the sponsorship ask. A discussion was had regarding thank you cards, ribbon cutting invites and connecting Hannah with the press person from LVCC so we can coordinate our messaging. At the 6/4 meeting we will divide up the local businesses to all the committee members to go in person to and ask for a sponsorship.

Hannah offered to create a spreadsheet to track the sponsorship asks. She will send the committee an email before the next meeting with all businesses from the town business directory and ask committee members to either email her additions, contact, etc. or enter it themselves on the spreadsheet. The 6/4/24 meeting will be 6:30-8 instead of 6:30 -7:30 so we can have half an hour after the Magical Bridge Foundation presentation to split up the sponsorship list for committee members to start making donation asks.

The committee discussed the following future meeting ideas: Congressman Molinaro has offered to help with his expertise and experience from creating a universally accessible playground – we should invite him to a future meeting and playground manufacturers have offered to come to a committee meeting and discuss different equipment options (Tistrya will connect Paul with them ahead of time to vet the companies before meeting with them and the committee).

The next meeting will be held on June 4th from 6:30pm – 8:00pm. A motion was made by Tistrya Houghtling to adjourn at 7:26pm. The motion was seconded by Hannah DeLisle-Stall and approved unanimously (Peter McCagg, Craig Skerkis, Alia Muadin, Casey Lambert and Chris Ward absent).