



TOWN OF SUFFIELD

**MEETING MINUTES
VETERANS MEMORIAL EXPANSION COMMITTEE
REGULAR MEETING
November 14, 2022 6:00 p.m.
IN-PERSON MEETING ONLY**

**Location: Suffield Police Station Conference Room
911 Mountain Road Suffield, CT**

Meeting Name: Veterans Memorial Expansion Committee

By: Rebecca Sypek - Recording Secretary

Type of Meeting: Regular Meeting

Veterans Memorial Expansion Committee Members Present

Dave Gauthier, Chairman
Tom Elmore
Fredrick (Fritz) King
Kevin Goff
Raymond Hartford

Veterans Memorial Expansion Committee Members Absent

Chris Nikolis
Salvatore Covino
David Shute
William Moryto, Vice Chairman

Dave Gauthier called the meeting to order at 6:06 p.m. and began with the Pledge of Allegiance. He asked for a roll call identifying members present at the meeting.

Public Comment

None

Approval of the Minutes

Approval of the Minutes from the Regular Meetings held on October 17, 2022. Dave Gauthier motioned to approve the minutes, and everyone seconded. Motion passed unanimously.

Discuss schedule for 2023 Committee meetings

The Committee agreed to keep the current schedule of meetings the 2nd Monday of each month, in the Suffield Police Department Conference room, at 6 p.m. The only date that would be different is October, which would be the 3rd Monday of that month due to a holiday.

Kevin Goff moves to approve and Fritz King seconds. Motion passed unanimously, contingent on confirmation that the Committee can secure the conference room.

Discuss Timeline/Schedule

Four names were added to the memorial and an article about it will be in the Suffield Observer coming up. This concludes Phase One of this Committee's work.

Dave Gauthier did not get on the last Board of Selectman meeting schedule but is scheduled to be a part of this upcoming meeting. He confirmed previous meeting details of what was agreed upon and will present the information to the board.

Applicant Review Status

There are two corrections to the memorial that may come down the line but pending further information. The First Selectmen has taken this Committee's approval paperwork from Phase One and locked it away in order to preserve the Committee's work for future reference if need be.

Discuss the extent of additions and changes to Veterans Park

Dave Gauthier asked the Board of Selectman what their idea was for the scope for expansion. They responded asking the Committee to come up with an idea and come back to present it. Tom Elmore suggested that the Committee's plan include plans for future additional expansions.

The Committee discussed adding service flags permanently displayed, lighting, ADA compliant updates, and appropriate, low maintenance plants, along with the addition of the expended memorial itself. Tom suggested the idea of creating a maintenance routine and schedule to recommend to the town.

Tom also recommended getting a budget projection when the time comes before getting design ideas created so that designs can be created in the appropriate scope. At that time there will be further discussion between this Committee, the Board of Selectman and the Permanent Building Commission.

Discuss and approve Phase two war/conflict requirements

The Committee previously discussed including undeclared conflicts in Phase Two of the memorial. Dave Gauthier asked for ideas of how to verify conflicts and what requirements would allow for approval by the Committee. He wants to make sure that the requirements are clear to the public so that when someone applies, they clearly know if they'll get approved or not. He brought up the idea of creating a survey for Suffield residents to get an idea of how many names the Committee may get in relation to Phase Two overall and related to this issue specifically.

This discussion will continue.

Other Business and Next Steps

None

Public Comment

None

A Regular Meeting of the Veterans Memorial Expansion Committee will be held on Monday, December 12, 2022 at 6 p.m.

Ray Hartford motioned to adjourn, Kevin Goff seconded at 7:21 p.m. Motion passed unanimously.

Respectfully submitted,
Rebecca Sypek
Recording Secretary