



TOWN OF SUFFIELD

**MEETING MINUTES
VETERANS MEMORIAL EXPANSION COMMITTEE
REGULAR MEETING
November 13, 2023, 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
Fredrick (Fritz) King
Salvatore Covino
David Shute
Raymond Hartford – arrived late

Veterans Memorial Expansion Committee Members Absent

Tom Elmore
Chris Nikolis
William Moryto, Vice Chairman
Kevin Goff

Dave Gauthier called the meeting to order at 6:04 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 August 14 and October 16, 2023. David Shute motioned to approve the minutes, and Salvatore Covino seconded. Motion passed unanimously.

Discuss and Approve Design Options/Ideas

Initially, the Committee couldn't vote to finalize anything due to lack of quorum; however, with Ray Hartford arriving, the Committee could vote.

Dave Gauthier asked if anyone had anything they'd like to suggest changing for the previously discussed recommended design.

Dave then stated that he may speak with the Board of Selectman to see if the Committee can be changed to adjust the requirements to quorum or voting, since having a quorum has been an ongoing issue.

Approval of the previously discussed site plan and Dave going to Planning and Zoning and Design Review Board for approvals. Ray Hartford motioned to approve, and Salvatore Covino seconded. Motion passed unanimously.

Application Status

20 have applied thus far, two of those don't meet the requirements. Dave believes he'll be receiving more, and someone just dropped off an application before the meeting started.

There was then discussion about marketing ideas to gain more names. Names can be added once the memorial is in place; however, it's more expensive for engraving to be done in the field versus prior to the stone being placed.

Approve Schedule of Meetings for 2024

Only meeting not on the regular 2nd Monday of the month is October due to a federal holiday. This meeting is pushed to the 3rd Monday of the month.

Approval of 2024 schedule. David Shute motioned to approve the schedule, and Fritz King seconded. Motion passed unanimously.

2024 schedule of meetings:

January 8, 2024

February 12, 2024

March 11, 2024

April 8, 2024

May 13, 2024

June 10, 2024

July 8, 2024
August 12, 2024
September 9, 2024
October 21, 2024*
November 18, 2024
December 9, 2024

Other Business and Next Steps

Dave Gauthier will be going to Planning and Zoning and the Design Review Board. Then he will meet with Chris Matejek to create a bid.

Public Comment

None

A Regular Meeting of the Veterans Memorial Expansion Committee will be held on Monday, December 11, 2023, at 6 p.m.

Dave Gauthier motioned to adjourn the meeting at 6:39 p.m. and everyone seconded. The motion passed unanimously.

Respectfully submitted,
Rebecca Sypek
Recording Secretary