

Board Members / Terms

Dana Pustinger, Chair / June 30, 2026

Robin Martin / June 30, 2027

Michael Cohen/ June 30, 2027

Katy Utenis / June 30, 2028

**Recreation Commission**

Monday December 8, 2025 @ 6:30 PM

Otis Town Hall, 1 North Main Road

Minutes

1. Call to order & Introductions.
 - a. Meeting called to order at 6:36 P.M
 - b. Board Members Present: Dana Pustinger, Robin Martin, Michael Cohen. Katy Utenis
 - c. Board Members Absent: none
 - d. Others Present: Steve Graves
2. Review and approval of prior meeting(s) minutes. Approved prior 11/13/25 meeting minutes unanimously.
3. Accounting.
 - a. FY26 Budget balance - Most of Halloween purchases have come out – just waiting on 1 more reimbursement to come out. Gingerbread House purchases have not come out yet. We still have a balance in the Revolving acct.
 - b. FY27 Budget review – Keeping the request for 2027 the same other than increasing Halloween and decreasing Gingerbread House.
4. Programs/Events.
 - a. Funz Trampoline Park jump pass – Dana needs to check with Brandi
 - b. Gingerbread House
 - i. Scheduled for Sunday 12/14/25. 1 session 11 am-1pm. Will get there for 9 am Sunday morning , later if we get more set up done on Saturday.
 - ii. Start setup at 1 pm on Saturday 12/13/25.
 - iii. We have about 65 people signed up
 - iv. Dana has been emailing Heather back and forth about the status of Amazon and Uline purchases, hopefully will hear back tomorrow.
 - v. We have a few volunteers for the set up on Saturday and during the event on Sunday
 - vi. Photo props have been ordered so hopefully they will be in on time
 - vii. Plan to use the Popcorn machine to make popcorn for an additional snack. Will also pick up extra frosting, food coloring, and some sugar cookies from Big Y - families can decorate cookies with frosting and/or sprinkles.
 - viii. Dana has the Big Y card from Lyn to make in store purchases that are needed.
 - ix. Maintenance will put down tables and chairs for us
 - x. Robin will pick up disposable tablecloths
5. Memos - none
6. Old Business – Katy has checked with her Butternut contacts to see if they are willing to purchase helmets in bulk for us to have a ski helmet giveaway this winter at Otis Ridge. They are hesitant about getting involved as they don't want to overstep with Otis Ridge. Robin still has not received an answer from Eric. She will check in with him again.

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7. New Business –

- a. Steve Graves spoke about having the Otis Recreation Committee sponsor an Intramural program at Farmington River Elementary School on Friday's 3-4 pm. Steve is willing to be the person running the program – will need another adult in building with him. It would be playing games with the kids. We would need to make sure the adults are CORI checked and find out what needs to be done as far as liability. Katy is willing to be the other adult running the program and will get in contact with the school to see what needs to be done to get this program started.
- b. Katy suggested that we look into getting a temporary ice rink put behind town hall by volunteers. Katy will email Brandi to find out if this is a possibility.

8. Set the next meeting date. – Thursday January 22nd @ 6:30 for next meeting.

9. Adjourn. 7:28 pm