

Crystal Pond Park Commission - Minutes from Meeting on January 10, 2024

Location: Eastford Town Office Building - 6 pm

Submitted by David Barlow, Chairman

Members present: David Barlow, Bill Bradley, John Cimochoowski, Brian Griffin, Jillian Jette, Chuck Lee, Chris Mayhew, Mallory Selfridge

Members absent: Molly Thienel, Rick Torgeson

1. The Meeting was Called to Order at 6:04 pm

2. Citizen's Participation: Four representatives from the Crystal Pond Association presented their work and their results in continuously monitoring the water quality of Crystal Pond and educating property owners around Crystal Pond on ways to prevent storm water nutrients from being washed into the lake. The Commission thanks them for the work they are doing and the information they provided.

3. Approval of Minutes of 12/13/2023 Meeting: Lee moved to accept the minutes as written. Seconded by Cimochoowski. Approved unanimously.

4. Financial Report: A detailed report of revenue and expenses for Jan 1- Dec 31, 2023 was presented and reviewed. Griffin made a motion to accept the report. Seconded by Cimochoowski. Approved unanimously.

A summary report comparing 2023 financials to previous years was presented and discussed. Cimochoowski made a motion to accept the report and included it in the minutes. Seconded by Lee. The report is as follows:

	2021	2022	2023
REVENUE	\$25,053.38	\$19,688.75	\$42,381.59
Disc Golf	\$8,555.38	\$6,666.75	\$6,856.10
Recycling	\$253.00	\$72.00	\$0.00
Donations	\$1,045.00	\$250.00	\$300.00
Town Support	\$1,800.00	\$1,800.00	\$1,800.00
Misc Income	\$471.00	\$0.00	\$16,730.49 ⁽⁴⁾
Rental Income	\$12,929.00	\$10,900.00	\$16,695.00
EXPENSES	\$12,486.68	\$9,232.83	\$16,911.04
Utilities (Eversource)	\$1,805.29	\$1,964.99	\$2,864.06
Dumpster Service	\$870.00	\$1,115.00	\$1,470.00
Porta-potty Service	\$975.00	\$1,175.00	\$1,060.00
Self-Funded Capital Improvements ⁽¹⁾	\$7,470.62	\$1,000.00	\$8,022.68
Water Quality Testing	\$180.25	\$107.25	\$738.75
Misc Expenses (repair/maintenance) ⁽²⁾	\$1,185.52	\$3,870.59	\$4,328.19
Capital Improvements funded by STEAP Grant ⁽³⁾			\$62,055.79
Balance on January 1st (Woodstock)	\$17,107.36	\$29,674.06	\$15,129.98
Balance on January 1st (Eastford - STEAP)	-	-	\$25,000.00
Available from STEAP on January 1st	-	-	\$100,000.00
TOTAL on January 1st	\$17,107.36	\$29,674.06	\$140,129.98
Balance on December 31st (Woodstock)	\$29,674.06	\$15,129.98	\$29,404.48
Balance on December 31st (Eastford STEAP)	-	\$25,000.00	\$0.00
Available from CT STEAP on December 31st	-	\$100,000.00	\$62,944.21
TOTAL on December 31st	\$29,674.06	\$140,129.98	\$92,348.69

(1) - 2021: Removal of overhead wire, tree removal, new electrical service in Lakeside Cottage, dumpsters for building removal, new outlets in Dining Hall.

(1) - 2022: Installation of vent fan.

(1) - 2023: Jacked up, repaired and professionally refinished Dining Hall floor.

(2) - 2021: Mulch, split rail fence, routine maintenance.

(2) - 2022: New main sign board, plants & mulch. Thompson Cleaning Services. Purchased 6 pedestal fans & propane heater. Routine maintenance.

(2) - 2023: Purchased additional tables, carts, doormats and curtains for Dining Hall. Purchased new beds, rugs & miniblinds for Lakeside Cabin. Replaced damaged double door on Lakeside Cabin. Had Dining Hall professionally cleaned after an arson fire. Locksmith services to repair/replace damaged locks.

(3) - 2023: Installed two new HVAC units in Dining Hall. Installed 41 new windows in Dining Hall. Deposit on timber-framed pavilion.

(4) - 2023: Insurance reimbursement to cover replacement, cleaning and repairs resulting from break-in & arson.

5. Rental Update: The Commission reviewed the number and type of rental events held in 2023. A summary follows:

CPP Rental Events		
	2023	2022
Weddings	8	4
Parties, etc.	5	11
Meetings / Other Gatherings	4	3
Disc Golf Course Rentals	2	
Lakeside Cabin (only)	9	6
Boy Scout Campout	1	3
	29	27

6. Maintenance and Management:

Following recent heavy rain and snow storms the driveway and parking lots were plowed and checked for erosion.

7. Update on STEAP Projects:

The Chairman continues to work with Eversource, the Woodstock Public Works Dept and affected property owners to effect a change in electrical service (new poles and lines) feeding the Park and Walker Lane residents.

8. Additions to the Agenda (upon 2/3 vote by members present and voting): None

9. Motion to Adjourn: Cimochoowski made a motion to adjourn. Seconded by Bradley. The motion passed unanimously at 7:30 pm.