

Crystal Pond Park Commission
Minutes from Meeting on November 8, 2023
Location: Eastford Town Office Building - 6 pm
Submitted by David Barlow, Chairman

Members present: David Barlow, Bill Bradley, Brian Griffin, Jillian Jette, Chuck Lee, Chris Mayhew, Rick Torgeson

Members absent: John Cimochowski, Mallory Selfridge, Molly Thienel

1. The Meeting was Called to Order at 6:02 pm

2. Citizen's Participation: None

3. Approval of Minutes of 10/11/2023 Meeting: Torgeson moved to accept the minutes as written. Seconded by Lee. Approved unanimously.

4. Financial Report: CPPC Fund balance held by the Woodstock Treasurer is currently \$39,294.07.

5. Rental Update: The 2023 rental season is now complete, with a total of 27 rental events. This equaled the number of events from 2022, however it doubled the number of "Large Events", which set a record for rental income for the year. The Commission thanks Jillian Jette and Rick Torgeson for working above and beyond the call of duty in scheduling, documenting and managing these events.

	2023	2022
Weddings	8	4
Parties, etc.	5	11
Meetings / Other Gatherings	4	3
Disc Golf Course Rentals	2	
Lakeside Cabin (cabin only)	7	6
Boy Scout Campouts	1	3
TOTAL	27	27

6. Maintenance and Management:

The Chairman submitted the CPPC Annual Report covering July 1, 2022 - June 30, 2023 to the BOS of both Eastford and Woodstock.

The Chairman proposed a list of Regular CPPC Meeting dates for 2024. Griffin moved to approve the proposed dates. The motion was seconded by Torgeson and approved unanimously. Barlow will forward the list to both Boards of Selectmen.

Torgeson, Mayhew and Barlow winterized the Park facilities on November 4th, removing window screens, draining all water, cleaning the grease trap, and adding antifreeze to all drains. Torgeson also repaired a Dining Hall window that has been broken for some time.

7. Update on STEAP Projects:

Lakeside Pavilion – The initial proposed location on the Dining Hall lawn for the new Pavilion was deemed less than ideal, due to its placement very near to the center of the lawn. Two issues prevented moving it to a better location closer the to shoreline: 1) Uncertainty on how close the structure could be placed to the existing septic field gallery. And, 2) Could an unsightly utility pole with double guy wires be removed to allow the Pavilion to be placed over the pole's current location. Barlow then confirmed with the Northeast District Department of Health that the pavilion could be placed as close as 5 feet from the gallery. Torgeson then contacted Eversource and explored the idea of them removing the utility pole and the wires hanging over the lake, and changing the electrical supply to the Dining

Hall so that it would come from Walker Lane, rather than Trepal Drive. Eversource was receptive to making this change at no cost to the Park for the additional new poles and wiring, contingent upon the Town of Woodstock performing all necessary tree trimming, and that the CPPC would obtain the consent of affected neighboring property owners. On Oct 19th, Barlow and Torgeson met with First Selectman Swan and received his support for Woodstock assuming responsibility for performing the necessary tree trimming. Expecting that the remaining details can be worked out, Torgeson made a motion to move forward to authorize a down payment of \$25,000 to Hancock Forest Products towards constructing the proposed timber-framed open-air pavilion – the exact location to be worked out with approval from NDDH and Eversource. The motion was seconded by Mayhew and approved by 6 members voting YES and Lee voting NO.

8. Response to National Resources Conservation Service (NRCS) Watershed & Flood Prevention Operations Program:

On October 13th, Cimochowski and Barlow walked the Hall's Brook watershed along with neighboring property owner Lincoln Budd, taking pictures of the brook, the Trout Pond and Dam, the pond at the intersection of Church and Westford Rd, and the two fire hydrants at EES near the termination of Hall's Brook. On Oct 16th, First Selectmen Richards and Swan joined Barlow and Cimochowski in a video conference call with three representatives of the National Resources Conservation Service (NRCS) Watershed & Flood Prevention Operations Program. We presented an overview of the Hall's Brook watershed, its value and current problems, the history of the Trout Pond Dam and the results of the latest dam inspection. The NRCS expressed interest in proceeding to the next step to determine whether the Hall's Brook watershed would qualify for their watershed improvement funding program. The next step would be for NRCS to hire an outside consultant to create a PIFR (Preliminary Investigation Feasibility Report). Unfortunately, the US government is currently under a Continuing Resolution (CR) and the NRCS must wait for their new budget to be approved before taking any action.

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

10. Motion to Adjourn: Griffin made a motion to adjourn. Seconded by Mayhew. The motion passed unanimously at 7:40 pm.