

**Crystal Pond Park Commission**  
**Minutes from Meeting on July 12, 2023**  
**Location: Crystal Pond Park - 6 pm**  
**Submitted by David Barlow, Chairman**

Members present: David Barlow, Bill Bradley, Brian Griffin, Jillian Jette, Chuck Lee, Mallory Selfridge, Molly Thienel (via phone), Rick Torgeson

Members absent: John Cimochoowski, Paul Oleszewski

**1. The Meeting was Called to Order at 6:05 pm**

**2. Citizen's Participation:** Chris Mayhew, former CPP Commission member and past chairman, attended the meeting to observe the current work of the Commission.

**3. Approval of Meeting Minutes from June 14, 2023:** Lee made a motion to accept the minutes as written. The motion was seconded by Bradley and approved unanimously.

**4. Financial Report:** No report.

**5. Rental Update:** Jette mentioned that the Commission needs to streamline the process of approving and paying bills and circulating rental information with the goal of reducing the burden on Woodstock's finance personnel. Those involved will review and streamline this process.

**6. Maintenance and Management:**

The Commission was receptive to a proposal from Barlow to replace the ugly, bulky tall counter in the Dining Hall with a lighter, mobile unit with a "live edge" or butcher block top.

**7. Recent Vandalism and Fires:**

The work to clean, repair or replace items damaged by the recent vandalism and fires in the Dining Hall and Lakeside Cabin is now complete. The facilities look better than ever, and rental events have fully resumed. A complete list of expenses and receipts was provided to the First Selectman of Eastford, and then forwarded to CIRMA, our insurance agent, for reimbursement.

Torgeson made, and Selfridge seconded, a motion to include the following summary in the minutes. It was approved unanimously.

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Summary of out-of-pocket expenses to clean, repair and replace items  
following the fires and vandalism at Crystal Pond Park

Cleaning Supplies	\$113.74
Damaged doors that were replaced & locksmith services for damaged locks	\$1,617.00
Dining Hall floor repair and refinishing	\$8,910.00
Items replaced (curtains, mini blinds, rugs, folding beds, fire extinguisher, etc.)	\$2,882.55
Professional cleaning of entire building and contents (chairs, kitchen items, etc.)	\$17,272.11
<b>TOTAL</b>	<b>\$30,795.40</b>

Itemized receipts for these charges were submitted to our insurance company.

In addition to these out-of-pocket expenses, members of the Commission spent dozens of hours in volunteer time cleaning, replacing items and working on the damaged floor.

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**8. Update on STEAP Projects:**

Dining Hall Windows – Barlow, with assistance from Jeremy, Joshua, and Jonathan Barlow, replaced 31 windows in the Dining Hall. There are 10 remaining new windows to install. Torgeson assisted with painting the exterior trim.

Expenses to date for installation of the new HVAC system, and purchase and installation of the new windows totals \$34,701.60 (out of our \$125,000 grant). Itemized receipts have been sent by Eastford BOS to the State of Connecticut to initiate reimbursement.

Future STEAP Projects – Following the decision of last month's meeting to move forward with demolition of the maintenance building and the construction of an open-air pavilion on the Dining Hall lawn, the Chairman informed the BOS of Woodstock and Eastford of the Commission's plans and rationale and asked for their review and approval. Both First Selectmen responded that they approved of these plans and gave permission to proceed. When window installation is complete, work on these projects will begin.

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

Deb Richards, Eastford's First Selectman, requested that representatives from CPPC attend an upcoming meeting of Eastford's Conservation and Historic Preservation Commission. Barlow and Cimochoowski met with the CHPC on 7/11/23 and presented CPPC's pros and cons for repairing vs. breaching the Trout Pond dam, along with CPPC's rationale for recommending to the BOS that the dam be removed.

**10. Election of Officers:**

The following were elected for a 2-year term as officers of the CPPC:

President – David Barlow (nominated by Torgeson/Bradley, approved unanimously)

Vice President – John Cimochoowski (nominated by Griffin/Lee, approved unanimously)

Treasurer – Molly Thienel (nominated by Torgeson/Bradley, approved unanimously)

Secretary – Brian Griffin (nominated by Lee/Torgeson, approved unanimously)

Events Coordinator – Jillian Jette (nominated by Torgeson/Griffin, approved unanimously)

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

**12. Motion to Adjourn:** Lee made a motion to adjourn. Seconded by Selfridge. The motion passed unanimously at 7:10 pm.