

Crystal Pond Park Commission
Minutes from Meeting on October 11, 2023
Location: Crystal Pond Park - 6 pm
Submitted by David Barlow, Chairman

NOTE: THERE WAS A LACK OF A QUORUM FOR THE REGULAR CPPC MEETING SCHEDULED FOR SEPTEMBER 13, 2023

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

Members absent: Brian Griffin, Molly Thienel

1. The Meeting was Called to Order at 6:13 pm

2. Citizen's Participation: Steve Gabriele, a Crystal Pond property owner, attended as an observer.

3. Approval of Minutes of 7/12/2023 Meeting: Torgeson moved to accept the minutes as written. Seconded by Lee. Approved unanimously, with Cimochoowski abstaining.

4. Financial Report: CPPC Fund balance held by the Woodstock Treasurer is currently \$12,641.

The Commission thanks Robert & Deborah Kirk and Steve & Karen Broderick (given in memory of Carol Davidge) for their generous donations to the Park.

5. Rental Update: 18 rental events of various types were held during July thru September, making this an extremely busy time for our volunteer Commissioners. Jette made several suggestions for reducing the workload for next year's rental season (e.g., limiting the number of large events, reducing the maximum number of guests, simplifying the paperwork process). Barlow presented a plan to compensate those who manage the events. Following discussion, Torgeson made a motion to create a Rental Program Subcommittee, consisting of Jette, Barlow, Torgeson and Mayhew, for the purpose of managing, appointing, and compensating those who work on rental events. The motion was seconded by Lee and approved unanimously. Cimochoowski made a motion to increase the "out-of-town" rental fee for large events from \$2,000 to \$2,400, effective January 1, 2024. The motion was seconded by Mayhew and approved unanimously.

6. Maintenance and Management:

Torgeson has assumed responsibility for the weekly collection of disc golf money. Mayhew has assumed responsibility for handling disc golf trash collection.

Torgeson and Barlow replaced several broken fence rails, and on several occasions repaired ruts in the main driveway. The Commission thanks the Eastford Public Works Dept for their assistance in erosion control on the driveway.

Barlow trimmed the brush along the causeway prior to the disc golf tournament on August 5th.

The CPPC purchased a set of 18 new basket flags for the disc golf course, which were installed by Disc Golf Zen at no charge.

We thank Jeannine Spink of the Eastford Fire Dept. for testing and confirming that the AED located in the Dining Hall is still operational.

Propane service to the Dining Hall was inspected and tested by High Grade Propane and found OK. A-Tech Commercial Parts & Service recalibrated the two ovens in the kitchen which were not coming up to heat. Two new oven racks were also purchased.

7. Recent Vandalism and Fires: A check for \$16,730.49 has been received from our insurance company to reimburse the CPPC for out-of-pocket expenses (minus our \$1,000 deductible) related to the fires and vandalism at the Park. The

insurance company also made a direct payment of \$17,272.11 to ServiceMASTER by Mason for professional cleaning of the Dining Hall and its contents, bringing the total reimbursed cost of repairing the damage to \$34,002.60.

8. Update on STEAP Projects:

Dining Hall Windows – Barlow, with assistance from Jeremy, Joshua, and Jonathan Barlow, replaced the remaining 10 old windows in the Dining Hall. Bringing the total to 41 newly installed windows. Torgeson assisted with painting the exterior trim.

Demolition of the Maintenance Building – The Chairman applied for and received approval for a Demolition Permit from the Woodstock Building Official.

Lakeside Pavilion – Barlow and Torgeson inspected recent open-air pavilions erected by Hancock Forest Products (Thompson, CT) at Quinnatisset Country Club, and erected by The Barn Yard (Ellington, CT) at YMCA Camp Woodstock. Barlow and Torgeson also meet with representatives from both companies and obtain specifications, schedules, and pricing. They also met with Hancock Forest Products on site to discuss options for the building's location. Barlow submitted an application to the Woodstock Inland Wetland & Watercourses Agency and received approval on 9/3/23. A B-100 application filed with the Northeast District Department of Health is still pending.

There was considerable discussion regarding the plan to erect the proposed pavilion on the lawn between the Dining Hall and the Lakeside Cabin. Topics included the location of the pavilion, the concern that it would take funds away from other critical projects, the suggestion that we hire a landscape architect to provide professional guidance on incorporating such a structure into the use, topography and landscaping of the site, and a suggestion that we should perhaps postpone the project for a year for further study. Following the discussion, Cimochoowski made a motion that the CPPC should move forward with contracting with Hancock Forest Products to erect a 26' x 36' Timber-framed Pavilion quoted at \$63,840 in the location specified on the distributed map. The motion was seconded by Mayhew. Six Commission members subsequently voted YES, Lee voted NO, and Selfridge abstained. The Commission recognizes that there will be an additional cost for constructing a cement patio below the pavilion, as well as additional expense to electrify the pavilion.

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

At the request of Eastford's First Selectman, the Chairman attended the Eastford BOS meeting on August 7th to discuss the options of breaching versus repairing the Trout Pond Dam. The CHPC was also represented at this meeting. Following the meeting it was confirmed that the then-current Eastford BOS had voted to breach the Trout Pond Dam at their meeting back on April 5, 2021. On Oct 16th, Barlow and Cimochoowski will join a conference call with the Woodstock First Selectman, the Eastford First Selectman, and representatives of the National Resources Conservation Service (NRCS) Watershed & Flood Prevention Operations Program to discuss possible funding for the Trout Pond dam project.

10. Changes in Membership

At the Woodstock BOS meeting on Sept 7, the Board accepted Paul Oleszewski's resignation from the Commission. Paul had been a member of the CPPC since October 2015. The Commission thanks Paul for his countless visits to the Park to handle disc golf cash donations, trash and general maintenance, and for his constant monitoring of the activity at the Park. At the same meeting, the Board reappointed Chris Mayhew (former CPPC Commission member, and former Chairman) to fill Oleszewski's open position. The Commission is glad to welcome Mayhew back to the CPPC.

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

12. Motion to Adjourn: Cimochoowski made a motion to adjourn. Seconded by Torgeson. The motion passed unanimously at 8:30 pm.