

Crystal Pond Park Commission
Minutes from Meeting on February 8, 2023
Location: Woodstock Town Hall - 6 pm
Submitted by David Barlow, Chairman

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

Members absent: John Cimochowski, Paul Oleszewski,

- 1. The Meeting was Called to Order at 6:04 pm**
- 2. New Commission Member:** The Commission welcomed Mallory Selfridge, a new Commission member representing Eastford to the CPPC.
- 3. Citizen's Participation:** None.
- 4. Approval of Minutes of Dec 7, 2022 Meeting:** Lee made a motion to accept the minutes as written. Seconded by Bradley. Passed unanimously.
- 5. Financial Report:**

A financial summary for Jan-Dec 2022 vs. Jan-Dec 2021 was presented and discussed. Griffin made a motion to accept the report. Seconded by Bradley. It was approved unanimously.

	2021	2022
REVENUE	\$25,053.38	\$19,688.75
Disc Golf	\$8,555.38	\$6,666.75
Recycling	\$253.00	\$72.00
Donations	\$1,045.00	\$250.00
Town Support	\$1,800.00	\$1,800.00
Misc Income	\$471.00	\$0.00
Rental Income	\$12,929.00	\$10,900.00
EXPENSES	\$12,486.68	\$9,232.83
Utilities (Eversource)	\$1,805.29	\$1,964.99
Dumpster Service	\$870.00	\$1,115.00
Porta-potty Service	\$975.00	\$1,175.00
Capital Improvements ⁽¹⁾	\$7,470.62	\$1,000.00
Water Quality Testing	\$180.25	\$107.25
Misc Expenses (repair/maintenance) ⁽²⁾	\$1,185.52	\$3,870.59
Balance on January 1st	\$17,107.36	\$29,674.06
Balance on December 31st	\$29,674.06	\$40,129.98
Net Increase	\$12,656.70	\$10,455.92

(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.

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

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

6. Rental Update: Jette reported the following summary of the 2022 Rental Season.

Rental Summary for 2022	
Weddings	4
Parties – Birthday, Retirement, Graduation, Baby Showers	10
Boy Scout / Cub Scout Campouts	3
Family Reunions	1
Meetings (various organizations)	3
Independent Cabin Rentals	6
TOTAL RENTALS	27

There are currently 4 weddings, 1 campout, and 1 shower reserved for the 2023 season. Lee made a motion to accept the Rental Report. Seconded by Thienel. The motion passed unanimously.

It was decided that the rental program and rental rates for 2023 will remain the same as 2022.

7. Maintenance and Management: The Chairman joined the Eastford BOS Long Range Planning Meeting on Feb 4. After discussing the need to earmark funds for repair/removal of the Trout Pond Dam, First Selectman Richards confirmed that \$20,000 has already been earmarked, and the BOS will continue to earmark \$20,000 per year for the next 7 years, for a total of \$160,000. Commission members from Woodstock will attempt to confirm similar funding by the Town of Woodstock.

The Chairman was informed that three paintings owned by the CPPC, and currently stored at the Eastford Library, must be removed from the Library and stored elsewhere. Lee will retrieve these paintings and will investigate auctioning off the paintings.

8. STEAP Projects:

The Chairman confirmed with Eastford First Selectman Richards that the STEAP contract with the State has not yet been signed but is expected to be shortly.

Dining Hall Windows - Barlow and Torgeson measured the current size of all existing windows in the Dining Hall and found no two were the same. In addition, the heights of the sills vary considerably. Barlow met on site with two local carpenters to discuss options for replacing these windows. After discussing pricing for various options with Chace Building Supply and the Commission, it appears that a quality, all-white, vinyl, double-hung replacement window (with one lite over one lite) is the best option. Barlow will work with the window rep from Chace Building Supply to determine final sizing and pricing for the required 41 windows.

HVAC System – Barlow met with representatives from Quiet Corner Mechanical Services (Chapin), CNM Heating Cooling & Piping (Storrs), and Stafford Mechanical Services (Stafford Springs) to discuss options for heating and cooling the Dining Hall. They recommend installing a mini-split heat pump system. The Commission is currently collecting further information, with price quotes.

9. New Business: None

10. Motion to Adjourn: Selfridge made a motion to adjourn. Seconded by Bradley. The motion passed unanimously at 7:47 pm.