

**Crystal Pond Park Commission**  
**Minutes from SPECIAL Meeting on August 11, 2021**  
**Location: Crystal Pond Park, 6 pm**  
**Submitted by David Barlow, Chairman**

Members present: David Barlow, Beach Baywood (via telephone), Bill Bradley, John Cimochoowski, Brian Griffin, Chuck Lee, Rick Torgeson

Members absent: Paul Oleszewski, (open position from Woodstock), (open position from Eastford)

- 1. The Meeting was called to Order at 6:03 pm**
- 2. Citizen Participation:** Jillian Riches, a Woodstock resident, attended the meeting to observe the work of the Commission and identify how she could contribute her time and skills to supporting the Park.
- 3. Approval of Minutes from July 7, 2021 Meeting:** Lee made a motion to accept the minutes as written. Seconded by Cimochoowski. Passed unanimously, with Baywood abstaining.
- 4. Commission Membership:** Prior to the meeting Jim Trowbridge had informed the Commission that he has resigned his position on the CPPC. The Commission acknowledged his decision and thanks him for his many years of service, leadership and accomplishments while serving as a Commissioner, and for several years, as Chairman of the Commission. Jim spent considerable time assisting on the renovation of the Lakeside Cottage and the Dining Hall Kitchen. He also played a large part in the installation of the Disc Golf Course and the timber harvest. He also contributed to our financial planning work, the removal of down and/or dying trees, and routine maintenance at the Park. The Commission now has openings for both a new Woodstock and a new Eastford commission member.
- 5. Financial Report:** Torgeson reviewed the revenue and expenses for the month. The CPPC Fund balance stands at \$23,040.20, as of July 31st. Cimochoowski made a motion to accept the Treasurer's report. Seconded by Lee. Passed unanimously.
- 6. Rental Update:** Griffin reviewed the current status on rentals. There have been seven completed rentals to date. There are twelve more confirmed upcoming events. The Commission reviewed several proposed revisions to the text of the current Rental Agreement. Lee made a motion to adopt the Rental Agreement as revised. Cimochoowski seconded. The motion passed unanimously. Barlow presented proposed text for a modified Rental Agreement for "small" events. It is hoped that this agreement will be accepted by the Towns' insurers as suitable for implementing an umbrella policy covering all "small" events – i.e., short events lasting only an hour or two, or events involving a small number of participants. Cimochoowski made a motion to accept the text as proposed. Seconded by Lee. Passed unanimously.
- 7. Maintenance and Management:**
  - a. Dining Hall Lawn, Parking Lot & Driveway:** Barlow reported that he was able to fill in and smooth out several sections of the driveway and driveway entrance that was eroded by recent heavy rain. A large number of rocks were also dug out of the driveway and the lower parking lot. Additionally, the removal of rocks and smoothing of ruts left by heavy equipment during building demolition cleaned up these sites. Large rocks on the Dining Hall lawn were removed and placed on the stonewall near the Caretaker's Cabin.

**8. Trout Pond Dam:** Lee reported that on July 26<sup>th</sup>, Lee and Barlow met with civil engineer Joe Polulech, Woodstock First Selectman Swan, Eastford First Selectman Dubois, and Woodstock Director of Public Works Navarro. The consensus was that the Towns would work with CT DEEP to breach the dam. The Select Boards will direct this project and interface with DEEP directly.

**9. Chairman's Updates:**

Bradley has been mowing the Park grass as needed.

Cimochowski has initiated another quarterly round of water quality testing.

Oleszewski trimmed the brush along the driveway and on the path over the causeway.

Barlow replaced a few more broken fence rails, and planted additional lilies around the Dining Hall.

Following Jillian Riches' departure from the meeting, the Commission discussed her background and skills in event planning, and her interest in joining the Commission. Cimochowski made a motion to recommend to the Woodstock Board of Selectmen that Jillian Riches be appointed to fill the open position as the fifth Woodstock Commission member. The motion was seconded by Griffin and passed unanimously. The Chairman will inform the Woodstock Select Board of this recommendation.

**10. Motion to Adjourn:** Cimochowski made a motion to adjourn. It was seconded by Griffin. The motion passed unanimously at 7:21 pm