

Crystal Pond Park Commission
Minutes from Meeting on November 3, 2021
Location: Eastford Town Office Building - 6 pm
Submitted by David Barlow, Chairman

Members present: David Barlow, Bill Bradley, John Cimochoowski, Brian Griffin, Chuck Lee, Paul Oleszewski, Jillian (Riches) Jette, Rick Torgeson

Members absent: Beach Baywood, (open position from Eastford)

- 1. The Meeting was Called to Order at 6:05 pm**
- 2. Citizen Participation:** Molly Thienel, currently volunteering on the Commission, joined the meeting via phone.
- 3. Approval of Minutes from Oct 6, 2021 Meeting:** Lee made a motion to accept the minutes as written. Seconded by Cimochoowski. Passed unanimously.
- 4. Financial Report:** Torgeson reviewed the revenue and expenses for the month. The CPPC Fund balance stands at \$30,364.18 as of October 31st. Cimochoowski made a motion to accept the Treasurer's report. Seconded by Griffin. Passed unanimously.
- 5. Rental Update:** Griffin reviewed the current status on rentals. Since last month's meeting we had three wedding celebrations. This completes our rental season for the year. During the 2021 Rental Season (May – Oct) we hosted 19 events: 9 weddings, 1 celebration of life, 1 fire department dinner, 1 large family reunion, 1 graduation party, 1 birthday party, 1 multiday workshop, 1 Cub Scout camp out, and 1 BMW club camp out. This was by far our most active and successful rental year. Crystal Pond Park is being used more and more for the important life events of the surrounding community.

The Commission thanks Griffin for managing our rental events for the last several years. Jette will assume this responsibility from this meeting on. The Commission also thanks Torgeson for opening and closing our facilities and being on call for all 19 rentals. And, for also serving as interim Treasurer at the same time - a monumental combined job.

On Oct 13th, Griffin, Torgeson, Riches, Thienel and Barlow met to discuss improvements to our rental procedures and to propose a new rental fee structure for 2022. They proposed changing the rental program from a la carte options to offering one "large event" and one "small event" rental package. They also proposed raising our rental fees for 2022 based on current market rates and on the recent improvements made to Park facilities. The proposal was discussed. Lee moved to accept their "2022 Rental Program" plan. Bradley seconded the motion. It passed unanimously.

With the 2022 Rental Program in place, Jette will contact all potential renters currently on the inquiry list and will start confirming rentals for 2022.

- 6. Maintenance and Management:**
 - a. Vandalism:** Oleszewski reported finding the left door to the "chapel" had been ripped from its hinges. He also reported that a large tree had toppled over across Fairway 4. Oleszewski and Barlow repaired the door and put plywood over an exposed rear window of the chapel.

7. Chairman's Updates & New Business:

- a. Schedule for Regular Meetings in 2022:** The Chairman proposed a set of dates and locations for regularly scheduled Commission meetings for 2022. Torgeson moved to accept the proposal. Lee seconded the motion. It passed unanimously. The Chairman will forward the 2022 meeting schedule to the Eastford and Woodstock Town Clerks.
- b. Allocation of ARPA Funds:** The Commission became aware that Woodstock was seeking input on how to allocate ARPA funds it expects to receive from the Federal Government. Cimochoowski monitored the ARPA Public Hearing, and then met with First Selectman Jay Swan to inquire whether a portion of the funds could be allocated to the Trout Pond Dam project. It does not appear this will happen, since the Select Board is prioritizing health and safety needs (EMS equipment, etc.). However, Selectman Swan did reconfirm his commitment to seeing the Trout Pond Dam project completed.
- c. Building Winterization:** The Commission will meet to winterize the Park facilities at 9 am on Nov 6th.
- d. Boy Scout Winter Camp Out:** The Commission approved allowing the local Boy Scout Troop to camp at the Park at a future date TBD. No facilities will be required.

- 8. Motion to Adjourn:** Lee made a motion to adjourn. Seconded by Cimochoowski. The motion passed unanimously at 7:28 pm.