

Crystal Pond Park Commission
Minutes from Meeting on December 1, 2021
Location: Woodstock Town Office Building - 6 pm
Submitted by David Barlow, Chairman

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

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

- 1. The Meeting was Called to Order at 6:01 pm**
- 2. Citizen Participation:** Molly Thienel, currently volunteering on the Commission.
- 3. Approval of Minutes from Nov 3, 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 \$31,080.52 as of November 30th. Cimochoowski made a motion to accept the Treasurer's report. Seconded by Lee. Passed unanimously.
- 5. Rental Update:** Jette reviewed the current status on rentals. Jette, Torgeson, Thienel and Barlow had met on Nov 18 to continue discussions on improving the process for documenting and sharing information regarding upcoming rentals with those directly involved in the process. Jette reviewed these changes, which included opening a Google account for crystalpondpark@gmail.com, creating a shared Google calendar for rentals, also creating a shared Google spreadsheet and document file folder which would be accessible to all interested Commission members. Since the last meeting, Jette has contacted all persons know to be interested in renting in 2022 and informed them of the new fee structure and rental process. There are currently 4 potential wedding rentals for 2022.
- 6. Maintenance and Management:**
 - a. Building Winterization:** A Commission workday was held on Nov 6. Torgeson and Barlow drained and winterized the Dining Hall. Oleszewski, Griffin and Jette walked the entire disc golf course checking on the condition of the signage, removing downed branches, trash, and leaves from the tee pads. Oleszewski also cleaned out the Maintenance Building and recycled collected bottles and cans. The Commission also thanks Bruce Barlow for removing leaves from the Dining Hall lawn.
 - b. Capital Improvement Plan:** The Commission discussed a list of potential capital improvements to the Park; including painting and re-shingling several buildings that need it, upgrading the electrical system in the Dining Hall, adding heating/cooling capability to the Dining Hall, making improvements to the lawn and driveway, replacing the windows in the Dining Hall, etc. There was a consensus to immediately get a price quote and begin work on adding exterior and interior electrical receptacles to the Dining Hall. The other items will be discussed further at future meetings and then prioritized for completion in 2022 or delayed. Lee will investigate returning the totem pole to the Boy Scouts, and perhaps selling the paintings currently stored in the Eastford Library.

7. Chairman's Updates & New Business:

- a. Disc Golf Course:** The course is currently in good shape, and apart from regular garbage removal, requires little of the Commission's time, while generating substantial income. The Commission discussed several ideas for showing players our appreciation for their donations. Ideas such as announcing a period of play for free (suspend request for donations) or supporting a tournament with food or prize money were discussed. No conclusions were made.
- b. Trout Pond Dam:** With a new Select Board now in place in Eastford, the Commission thought it prudent for the CPPC to reach out to the new First Selectman and bring her up to speed on the cost and need for action on the Trout Pond Dam. The Chairman will contact Deb Richards and suggest that we meet in the coming weeks.

- 8. Motion to Adjourn:** Lee made a motion to adjourn. Seconded by Cimoichowski. The motion passed unanimously at 7:53 pm.