

Crystal Pond Park Commission
Minutes from Meeting on March 2, 2022
Location: Eastford Town Office Building - 6 pm
Submitted by David Barlow, Chairman

NOTE: The CPPC meetings regularly scheduled for Jan 5th and Feb 2nd were cancelled due to a peak in COVID cases, and a failure to obtain quorum, respectively.

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

Members absent: (open position from Eastford)

- 1. The Meeting was Called to Order at 6:20 pm**
- 2. Citizen Participation:** None
- 3. Approval of Minutes from Dec 1, 2021 Meeting:** Cimochoowski made a motion to accept the minutes as written. Seconded by Lee. Passed unanimously.
- 4. Change in Commission Members:** In December 2021, the Woodstock BOS reported that Beach Baywood had resigned her position on the Commission. Beach joined the Park Commission not too many years after the Commission was first founded. For many years she served as the Commission's Treasurer. The Commission thanks her for her many years of service and her contribution to the management and upkeep of the Park. On December 16, 2021, the Woodstock BOS appointed Molly Thienel to fill the vacant Woodstock position. The Commission welcomes Thienel to the CPPC.
- 5. Election of Treasurer:** Torgeson made a motion to elect Molly Thienel as the Commission's Treasurer. Griffin seconded the motion. It passed unanimously. Thienel will inquire with the Woodstock Town Treasurer whether the position requires that she be bonded.
- 6. Financial Report:** The Chairman presented a detailed year-end report of the revenue and expenses for the 2021 calendar year. Highlights include: \$25,053 received in total revenue - \$8,555 coming from disk golf revenue, \$12,929 (net) from rental activities, \$1,800 from town support, and \$1,769 from donations and misc sources. Expenses totaled \$12,486 - with \$1,805 spent on electricity, \$870 on dumpster service, \$975 on port-a-potty service, \$7,470 on capital improvements and \$1,366 on maintenance & routine supplies. The Commission had a balance of \$29,674.06 on December 31, 2021, compared to a balance of \$17,107.36 on January 1, 2021. The Chairman also reviewed the financial results for Jan & Feb 2022. Lee moved to accept these two reports. Cimochoowski seconded. It passed unanimously.
- 7. Rental Update:** Jette reviewed the current status of rentals. Several weddings are in the process of being confirmed. The first confirmed wedding will be on May 21st. Jette continues the process for improving documentation and information-sharing regarding upcoming rentals via a shared Google calendar and spreadsheet. The Commission agreed to allow local Boy Scout Troop 92 (Eastford/Ashford) to camp overnight on the ball field on March 26th at no charge.
- 8. Maintenance and Management:**
 - a. Lawn Clean Up:** The Commission thanks Commissioner Bradley and his son for blowing the leaves off of the ball field and from around the Dining Hall and Maintenance Building in preparation for winter last December.

- b. Electrical Upgrade to Dining Hall:** In December, Woodstock Valley Electrical installed 4 new exterior and 5 new interior electrical outlets in the Dining Hall to increase electrical service convenience for renters.
- c. Snow Removal:** The Commission thanks Eastford DPW for continuing to plow the entire drive and parking lot near the Dining Hall. On two occasions after especially deep snow, Barlow plowed the disc golf parking lot and shoveled the entrances.
- d. Work Day:** A Work Day is scheduled for April 23rd at 9 am to clean and open up the Park facilities for the 2022 season.
- e. Totem Pole:** Lee confirmed that the June Norcross Boy Scout Camp would love to have the totem pole currently mounted in the Dining Hall. Plans will be made to transport it to its new home when weather permits.
- f. Letter re: STEAP Grants:** The Chairman, with help from Lee and Torgeson wrote a letter to Eastford BOS asking them about Eastford's situation regarding STEAP grants. The Commission had previously been informed that because work contracted under a 2011 STEAP grant was never started, the town was prevented from applying for future STEAP grants. The BOS investigated the situation with OPM and found that the 2011 grant had three extensions and has now expired. Therefore, Eastford is available to apply again in the future.
- g. Hike to Trout Pond:** The Commission received notice that Eastford's CHPC is planning a public hike to the Trout Pond this Spring. The Commission encourages the hike, but there were no volunteers to join the planning.
- h. Trout Pond Dam:** The Eastford/Woodstock BOS received notice that the US Dept of Agriculture's Natural Resources Conservation Service (NRCS) is looking for potential dam repair/upgrade/removal projects that may be eligible for grant funding through the Watershed Protection & Flood Prevention Program. After discussions with members of the CPPC, the selectmen from both towns signed a letter expressing interest in potential participation in this funding source, should it become available.
- i. LOCIP Plan:** On Feb 12th, the Chairman attended a LOCIP planning meeting with the Eastford BOS. He made a presentation on the history and status of the Trout Pond Dam, the results of a recent inspection and an on-site meeting with CT DEEP representatives. The BOS understands the need for action and the need for funding to address the dam's poor condition. The BOS stated their intention to add \$25,000 to the town's LOCIP plan for both 2022-23 and 2023-24. The Eastford BOS will contact the Woodstock BOS to coordinate planning and funding the project.
- j. File Storage:** The Eastford BOS informed the Commission that there is now file cabinet storage space available at the TOB for Commission use.
- k. Capital Improvement Plan:** The Commission reviewed and discussed a list of potential major maintenance and capital improvement projects. Of these, the Commission ranked the following projects as high priority for starting or accomplishing this year: 1) Adding processed gravel to the main drive to prevent on-going erosion. 2) Painting and re-shingling the Maintenance Building. 3) Repairing the porch and painting the Caretaker's Cabin. 4) Working on the beach.

9. New Business: None

- 10. Motion to Adjourn:** Cimoichowski made a motion to adjourn. Seconded by Griffin. The motion passed unanimously at 7:58 pm.