

**Crystal Pond Park**  
**Minutes from October 2<sup>nd</sup>, special meeting**

**Held at Crystal Pond Park, 6pm**

**Presented by: Chris Mayhew, Chairman**

**Members present: Chris Mayhew, Jim Trowbridge, Rick Torgeson, Brian Griffin, Chuck Lee, Paul Oleszewski, David Barlow, Beach Baywood, Bill Bradley.**

1. **Called to order:** 6pm
2. **Citizen's participation:** Jen Larkin provided the end of the year financial summary from Day Camp. Jen also provided a list of job requirements and responsibilities and has offered to assist with transition to new Camp Director. Many Thanks to Jen for her many years of service to the park by the commission. Two Thank you cards presented to Jen with a sign of the Commissions appreciation in one of the cards.
  - a. A sub-committee consisting of: Mayhew, Torgeson, Griffin and Trowbridge was formed to work on advertising and other tasks involved with hiring a new director.
3. **Approval of minutes from previous meeting:** Motion: Trowbridge, 2<sup>nd</sup>: Bradley, passed unanimously.
4. **Financial report:** Will be emailed to everyone as treasurer was absent.
5. David Barlow updated commission on progress made with cabin by the lake.
  - a. Thanked other commission members for their assistance
  - b. Reviewed expenses thus far.
  - c. Spoke about visit with new Woodstock Building inspector. Building inspector very pleased with work on cabin.
  - d. Reviewed future plan regarding roof replacement and painting.
6. **Maintenance and management:**
  - a. Mayhew received quote from Lindon Tree service to remove seven trees located around dining hall area. Work will be completed in early November. After a short discussion motion made by: Trowbridge , 2<sup>nd</sup> : Oleszewski to except proposed quote. Passed, 8 yes, one abstention. (Torgeson).
  - b. Trowbridge reviewed status of Yale School of Forestry and marking trees. Process will not be completed in the fall. Future discussion will take place regarding inspection of certain types of trees and insects. Baywood inquired who would receive money from potential timber harvest.
  - c. Lee spoke about trash rack at trout pond and the removal of debris as well as the need for area to be mowed. Mayhew will contact Woodstock to request one more cutting at the park. Lee also spoke about importance of approaching each town to determine if there is grant money to repair Dam. Torgeson will pursue any flood and erosion control information.
  - d. November 4<sup>th</sup> set as winterization day at the park
7. **Rental updates:**

- a. Griffin presented final two rentals and verified with Torgeson and Trowbridge times. Park as done quite well with rentals this year with many weddings and other events taking place at the park.

**8. Chairman's topics:**

- a. Disc golf tee pads will arrive this week. November 3<sup>rd</sup> tournament still not set.
- b. 2019 meetings dates presented. Short discussion on keeping start time at 6pm took place. One commission member would have difficulty making this start time.
- c. Mayhew shared with commission positive comments received from previous commission member as well as other local citizens.

**9. Adjournment: Motion:** Torgeson, 2<sup>nd</sup> Griffin, passed unanimously 7:42pm