

Crystal Pond Park Commission
Minutes from October 14, 2020 Special Meeting

Location: Crystal Pond Park, 6 pm

Submitted by David Barlow, Chairman

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

Members absent: Dave Mullen, Beach Baywood

1. **Called to order:** Meeting was called to order at 6:00 pm
2. **Citizen participation:** None present
3. **Minutes from September 2, 2020 meeting:** Motion by Mayhew to accept the minutes as written. Seconded by Torgeson. Passed unanimously.
4. **Financial report:** Received \$13,580 from Hull Forest Products for timber. Paid \$3,668 for timber harvest management. Net proceeds from Timber Harvest - \$9,912. Oleszewski presented \$525.60 from disc golf course donations, and Mayhew presented a check for \$180 from Sept 19th disc golf course rental. The Town of Woodstock reports that we have a balance of \$15,464.55 in our account. Motion by Griffin to accept the report. Seconded by Oleszewski. Approved unanimously.
5. **Rental update:** Griffin reported that there are no more rentals for the season. He has received several inquiries for our next rental season. Trowbridge reported that the final water test has been cancelled due to the fact there are no more rentals. New rental rates will be discussed at our next meeting.
6. **Maintenance and management:**
 - a. **Trout Pond Dam:** The Trout Pond Dam Sub Committee recommended to the Commission that the Trout Pond Dam should be breached rather than repaired. After much discussion on the topic, a motion was made by Mayhew, and seconded by Trowbridge, to send a letter to the Select Boards explaining the Commission's recommendation to breach the dam. The Commission will also provide the Select Boards with a list of the pros and cons for repairing vs. breaching the dam. The motion passed unanimously.
 - b. **Letter to Last Green Valley:** The Commission decided to pass on the opportunity to provide input.
 - c. **Annual Report:** Barlow presented copies of the Annual Report that the Commission will submit to each town's Select Board.
 - d. **Seeding of Timber Harvest Landings:** Both landings have been seeded and covered with mulch hay. A letter of recommendation for Forester Tom Trowbridge was also approved by the Commission. Barlow will forward this letter to Mr. Trowbridge along with the Commission's appreciation for his good work.
 - e. **Schedule for Winterization:** The Commission will winterize the Park buildings on October 24th. Mayhew will contact Leboeuf Rubbish to empty the dumpster. Mayhew will also contact A-1 Septic to set up a cleaning schedule for our Port-a-Potties.
7. **Chairman's Comments:**
 - a. **Sexual Harassment Training:** Barlow spoke on the requirement by the Town of Woodstock for all Woodstock Commission Members to complete sexual harassment training. Many

commission members already receive this training through their employment. The Commission is waiting for further information from the Town regarding the availability of online training.

- b. **Leash Your Dog Signs:** A local citizen expressed his concern regarding dogs being off leash at the Park. Barlow informed the citizen that additional signs would be installed to remind park goers of the leash law. Two new signs were subsequently installed.
 - c. **Painting:** Barlow completed painting the porch on the Lakeside Cabin.
 - d. **Storm Damage:** A recent storm took down three trees on the Dining Hall lawn, blocking the parking lot and taking down the overhead electrical wire to the Lakeside Cabin. Trowbridge, Torgeson and several Barlow family members cut the trees up. The brush was removed with the assistance of local citizens. Mayhew has contacted a local electrician to look at the wire and provide a quote to repair.
 - e. **Dining Hall Window:** Barlow reported the broken window in the Dining Hall was repaired.
 - f. **Budget & 10-Year Capital Plan:** Trowbridge reported that the next LOCIP meeting is Saturday, February 6, 2021 and that he would like to form a sub-committee to formulate a budget to be presented at the Commission's regular November meeting. Torgeson and Mayhew will assist Trowbridge with preparing a proposed budget.
 - g. **Schedule for Upcoming Meetings:** Barlow will inform Woodstock and Eastford Town Clerks the dates of scheduled 2021 meetings. The scheduled November meeting will be held at the Park, rather than the previously announced Eastford TOB. The option of holding future meetings via ZOOM was also discussed.
8. **Motion to Adjourn:** Trowbridge made a motion to adjourn, Bradley seconded. The motion passed unanimously at 7:37 pm.