

Board of Park Commissioners
Wednesday, April 17, 2019
First Floor Meeting Room, 6:00 p.m.

Present: Mayor Mary Ellen Zoppo-Sassu
Commissioner Sandra Bogdanski
Commissioner Cynthia Donovan
Commissioner Robert Fiorito
Commissioner Maryellen Holden
Commissioner Paula O'Keefe
Superintendent Joshua Medeiros
Commissioner Robert Kalat
Scott Rosado, Council Liaison

Absent:

1) Call to order

Chairwoman Zoppo-Sassu called the meeting at 6:00 p.m.

2) Acceptance of minutes from March 20, 2019:

MOTION: Made by Commissioner Fiorito to approve the March 20, 2019 minutes.

Seconded by: Commissioner O'Keefe.

All in favor; Motion carried.

3) Public Participation:

Mr. Lenny LaMoth of Tulip Street has seen many motorized quads driving through the parks and destroying the parks. He would like to see the police officers enhance a zero tolerance within the parks and have the quads confiscated. Zero toleranance is in New Britain and Hartford. No motion made.

Mr. Lamoth stated there is a tree in Muzzy Field in the left area. The branches are damaged and the tree needs to be removed as it's dead. There's no historical signifance to the park. The tree is infected with poison ivy.

Doug Trillo stated that the tree is very bad and some of the larger trees are damaged and it should be removed and leave the trunk.

Noah Bernier from Troop 20 at St. Matthew's Church is working on an Eagle Scout project. He's looking at Pine Lake, Page Park & Rockwell Park. He would like to install baskets for the plastic waste. The goal is to beautify the parks and ponds; therefore, he would like to install four (4) baskets in each park by the benches. He will need 36' of pvc pipe and 12 6" pvc pipe. His estimated the cost to be \$846 for the twelve (12) baskets. There will be clean out plugs to unscrew in order to clean it out.

MOTION: Made by Commissioner Fiorito to approve the Scouts proposal to install fishing line disposal baskets at the ponds in the parks and refer to the Superintendent for his required paperwork and signatures.

Seconded by: Commissioner Bogdanski.

All in favor; Motion carried.

Item 3 A.

Brian Rooney approached the Board regarding an event at the end of baseball season and prior to football season. He would like to have a community event to include bands and activities all day for families on August 24, 2019. He would like to set up bands on the infield stage. Some of the proceeds will go to the Veterans Association in Rocky Hill. No rain date will be scheduled. Local vendors and artists will be there. Tickets will be \$25.00.

MOTION: Made by Commissioner Fiorito to approve the August 24, 2019 event for the community.
Seconded by: Commissioner Holden.
All in favor; Motion carried.

National Association of Letter Carriers will be having their annual food drive May 11, 2019 to stock the shelters. They would like to have their banner installed on the Boulevard and looking to have the requirement waived for this year only. The banner is 16' versus the newly requirements of 10'.

MOTION: Made by Commissioner Fiorito to approve a one (1) time waiver.
Seconded by: Commissioner Kalat.
All in favor; Motion carried.

Daniel Szynal of Troop 425 out of Gloria Day Church approached the Commissioners. He's proposing a project at Kern Park by Ivy Drive. Bittersweet is growing on the trees and killing them. He would like to cut them down and clean the trash and debris. On the Primrose Lane entrance, there's burning bushes and a broken fence. He will be taking the roots out so it does not grow to kill the trees. This concept was approved by the Kern Park Association. He provided pictures of the area to the Commissioners to review.

Motion by Commissioner Fiorito to approve this Scout project as presented.
Seconded by: Commissioner Bogdanski.
All in favor. Motion passed.

Mary Rydingsward approached the Board to inform the Board the the Pequabuck Water Association and the FWRA will have a tri-town river clean up on Saturday, 27th. There will be a large crew cleaning the Boulevard of trash and will have a trash company to assist with the removal.

Kern Park invasive species event at Kern Park. Will be focusing on the same area to clean for the next 3 years. She's concerned with the water coming from the parking lot and the water is still eroding the paths. Water is coming from the BOE and ruining the park.

Motion by Commissioner Fiorito to send to the Building & Maintenance Committee for further discussion.
Seconded by: Commissioner Kalat
All in favor. Motion passed.

a. Employee recognition for Jaimie Clout

Dr. Medeiros stated that Jaimie Clout was working very closely with the Bristol Hospital for the past six (6) months for patients to use aquatic rehabilitation.

MOTION: Made by Commissioner Fiorito to submit a letter to Jaimie from the Board to thank her for her efforts and place on file.
Seconded by: Commissioner Kalat.
All in favor; Motion carried.

b. Employee recognition for Sarah Larson

Sarah was recognized for the Stock Our Shelters event of which was extremely successful which drew a lot of attention to the City.

MOTION: Made by Commissioner Bogdanski to place Sarah's recognition on file.
Seconded by: Commissioner O'Keefe.
All in favor; Motion carried.

4) Superintendent's Report:

Dr. Medeiros shared his written monthly report.

Motion made by Commissioner Fiorito to accept as presented and place on file.
Seconded by Commissioner O'Keefe.
All in favor, Motion carried.

A. Trust Withdrawal of \$3,092. for Peck Park.

MOTION: Made by Commissioner Kalat to accept the trust withdrawal as presented and place on file.
Seconded by: Commissioner Bogdanski.
All in favor. Motion passed.

5) Old Business:

A. Fiorito stated the Police Department has requested signage for Rockwell Park bike path pending Corporation Counsel from a liability standpoint.

MOTION: Made by Commissioner Fiorito to approve the bike path pending Corporation Counsel's approval.
Seconded by: Commissioner Holden.
All in favor. Motion passed.

6) New Business:

A. To review the scholarship proposal of \$1,000 from Friends of Bristol Parks and Recreation and to take any action as necessary.

Dr. Medeiros would like to transfer \$1,000 to assist the community and offer scholarships for underprivileged families. A pool of \$1,000 to be awarded to several families, not just one family.

MOTION: Made by Commissioner Fiorito to approve a release of \$1,000 scholarship fund from the Main Street Community Foundation.
Seconded by: Commissioner Donovan.
All in favor. Motion passed.

B. To review the Annual Giving Campaigns for the Community Outreach Coordinator and to take any action as necessary. NO Motion made

C. To review the Annual Giving Campaigns for the Community Outreach Coordinator and to take any action as necessary.

Dr. Medeiros submitted a grant application to the Broad View Fund for the All Heart Pop Ups Parks.

MOTION: Made by Commissioner Fiorito to place on file.

Seconded by: Commissioner O'Keefe.

All in favor. Motion passed.

D. Discussion of art projects within the parks and take any action as necessary.

Dr. Medeiros is proposing to work closely with the Arts & Culture Committee in order to beautify the parks with artwork from local artists. Arts & Culture Committee is working on cross walk art. No motion made.

E. To review the Freedom of Information Act and to take any action as necessary.

No Motion made.

F. To discuss the Memorial Tree Program and take any action as necessary.

Mr. Medeiros explained that there's a lack of trees within in the parks and Memorial Boulevard. He drafted a program and shared it with Commissioners.

MOTION: Made by Commissioner Fiorito to move to Building and Maintenance Committee to formulate the program.

Seconded by: Commissioner Holden

All in favor. Motion passed.

New Business by Commissioners

Commissioner O'keefe stated that in 2021 that will be the 100th anniversary of Memorial Boulevard Park. She would like to see a memorial for the veterans.

Motion by Commissioner O'Keefe to move this item to the Recreation Committee.

Seconded by Commissioner Fiorito

All in favor, Motion passed.

7) Financials:

a. April Financials.

MOTION: Made by Commissioner Fiorito to accept as presented and place on file.

Seconded by: Commissioner Kalat.

All in favor. Motion passed .

b. Board of Finance Request Form to review and take any action as necessary.

MOTION: Made by Commissioner Fiorito to accept the transfer request as presented and place on file.
Seconded by: Commissioner O'Keefe.
All in favor. Motion passed .

8. Strategic Planning:Other Business:

- A. Master plan for Park Department.
- B. Master Plan For Trust Money.
- C. Master Plan for staffing.

Dr. Medeiros is working with Comptrollers in order to create division budgets for all operations and how to phase out the trust money to be able to accurately explain expenditures.

The City Council approved four (4) full time individuals and the Park Department will be posting these positions internally before posting outside. Dr. Medeiros provided a new organization chart of the Park Department employees.

MOTION: Made by Commissioner Fiorito to accept as presented and place on file.
Seconded by: Commissioner Donovan
All in favor. Motion passed .

9. Other Business:

Mayor discussed the orphan piece of property on Riverside Avenue that she would like the Park Department to adopt and clean. This is on the northwest corner of the Boulevard.

MOTION: Made by Commissioner Fiorito to refer to Building and Maintenance Committee.
Seconded by: Commissioner Donovan
All in favor. Motion passed

A. Adjourn:

MOTION: Made by Commissioner Donovan to adjourn at 8:49 p.m.
Seconded by Commissioner Fiorito.
All in favor. Motion carried.

Respectfully submitted,

Lisa Wilson, Recording Secretary
Board of Park Commissioners