

Board of Park Commissioners
Wednesday, August 21, 2019
Executive Room, First Floor Meeting Room, 6:00 p.m.
Meeting Minutes

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

Absent:

1) Call to order

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

2) Acceptance of minutes from July 17, 2019:

MOTION: Made by Commissioner Fiorito to approve the July 17, 2019 minutes.

Seconded by: Commissioner Bogdanski.

All in favor; Motion carried.

3) Public Participation:

Karen Stevens approached the Board regarding a sponsored concert on the Federal Hill Green. She's looking for the Board's approval of the Federal Hill in order to conduct a concert on September 8, 2019.

MOTION: Made by Commissioner Fiorito to approve the concert on September 8, 2019 providing the insurance is met and the application is received.

Seconded by: Commissioner Bogdanski.

All in favor; Motion carried.

MOTION: Made by Commissioner Fiorito to move agenda item 8A and 8B to public participation.

Seconded by: Commissioner Donovan.

All in favor; Motion carried.

Agenda Item 8B:

Angela Cahill, architect with Q.A.M. approached the Board regarding the Memorial Boulevard Art Magnet School. It is scheduled to be open for 2022 school year and will consist of middle school and high school students. There will be a lottery for the students. Middle school student will be full time while the high school students will be part time for an arts elective only. She provided a design of the site plan for the proposed bus traffic. Site plans have been all approved. She explained the bus traffic and flow patterns.

MOTION: Made by Commissioner Fiorito to move this to Building and Maintenance Committee.
Seconded by: Commissioner Kalat
All in favor; Motion carried.

Mary Rydingsward along with Daniel Szyal approached the Board to discuss the work completed by Daniel and his team at Kern Park. Ms. Rydingsward explained that wildlife biologist, Peter Peccone, toured the park in November of 2018 and assessed the park and the bittersweet invasive plants. Daniel performed this work on May 4, 2019 and also did some work on Sims Road by installing 7 plants, mulch and removal of the bittersweet plant. The Kern Park Association will maintain the plan for the next two (2) years. She would like some assistance from the City on Sims Road by the tennis courts in order mow that area. No motion made.

Paul Adorno, representing The Greater Disc Golf Association would like to conduct a sanctioned tournament at Page Park on Saturday, September 14, 2019. He would like the disc golf closed to the public from 9 a.m. to 5 p.m. and would like access to the pavilion for the restrooms.

MOTION: Made by Commissioner Fiorito to approve the tournament pending receipt of application, insurance requirements and all staff approvals.
Seconded by: Commissioner Donovan.
All in favor. Motion carried.

Adam Whitlock submitted a letter of intent to renew user agreement for the fields.

4) **Employee Recognition**
a. Elizabeth Ouellette – Aquatic Coordinator

Dr. Medeiros introduced Liz Ouellette and shared her credentials.

5) **Superintendent Report:**

Dr. Medeiros explained his Superintendent Report.

Dr. Medeiros will be approaching the Board of Finance for additional appropriateness for additional funds for the Page Park due to the recent bids for the pool. Jaimie Clout explained the differences between the Murtha material versus concrete. She explained that it is properity?? Products.

Commissioner Fiorito does not want to touch the money in the trusts and was concerned about the timeline for the completion of the pool.

MOTION: Made by Commissioner Donovan to authorize the release the trust funds up to 1 million if necessary from the Page Park Trust.
Seconded by: Commissioner Kalat.
All in favor. Motion carried.

MOTION: Made by Commissioner Fiorito to approve the report and place on file.
Seconded by: Commissioner O'Keefe
All in favor Motion carried.

6) **Financials**

A. Financials

MOTION: Made by Commissioner Fiorito to approve the financials and place on file.
Seconded by: Commissioner Bogdanski
All in favor; Motion carried.

B. End of Year Transfers

MOTION: Made by Commissioner Fiorito to approve the year end transfers.
Seconded by: Commissioner Bogdanski
All in favor; Motion carried.

C. End of Year Trust Money Carry Over

MOTION: Made by Commissioner Fiorito to approve the carryover funds.
Seconded by: Commissioner Bogdanski.
All in favor; Motion carried.

7) Old Business

A. All Heart Pop Up Parks – Large Donor Event & Cocktails @ Eight on October 19, 2019

No motion made.

B. Art In The Parks

B.i. Skate Park Bowl

Dr. Medeiros informed the Board that he met with the skaters at the park and they provided him with ideas for arts in the parks for the future.

No motion made.

B.ii. Crosswalks At Bike Trail

C. Parks & Recreation/Youth and Community Services Re-Organization.

Mayor Zoppo-Sassu informed the Board and provided a draft plan overview of personnel for the Parks and Youth Services. Proposed re-organization overview and explained the new positions. A Deputy Superintendent will be created to assist Dr. Medeiros.

Dr. Medeiros explained the streamlining of departments and the value it will provide the Park Department & Youth Services. This will provide an opportunity to strengthen the departments and allow room for advancement opportunities. Open discussion transpired.

No motion made.

D. Bristol Green Team Initiative Re-Cap

The next Green Team initiative is schedule for Saturday, August 31, 2019 at 10:00 a.m. This will take place within Page Park.

MOTION: Made by Commissioner Fiorito to accept the memor of the Green Team Re-cap and place on file.
Seconded by: Commissioner Bogdanski.
All in favor; Motion carried.

E. Policies and Operations Manual Review

E i. Policy Change Highlights

Dr. Medeiros reviewed the comments and concerns the Commissioners had regarding the policies.

MOTION: Made by Commissioner Fiorito to move to Budget & Finance Committee.
Seconded by: Commissioner Bogdanski.
All in favor; Motion carried.

E.ii Smoke Free Parks Article.

No motion made.

F. Parks & Recreation Master Plan

G. By Commissioners

Commissioner Donovan questioned the status of the cameras within the Park. Dr. Medeiros is working with the IT department to resolve this issue.

The Memorial Tree Program should be communicated to local funeral homes and the Main Street Foundation.

MOTION: Made by Commissioner _ to .
Seconded by: Commissioner _
All in favor; Motion carried.

8. New Business

A. Eagle Scout Presentation: Daniel Szyal

B. Review of Ordinance Pertaining to Veterans Memorial Boulevard School Bus Transportation.

C. Hoppers – Birge Pond Committee Land Acquisition

Mayor Zoppo-Sassu stated that an offer has been made to the City for this open space from the Shaffrick family. For information only. No action required and no motion made.

D. Trust Fund Proposal for Comptroller's office.

MOTION: By Commissioner Fiorito to move the discussion of the Trust Fund to Budget & Finance Committee.
Seconded by: Commissioner Donovan.
All in favor; Motion passed.

E. Approval to Move Board of Park Commissioner's September Meeting to 09-17-19 Due To Award Conflicts.

MOTION: By Commissioner Donovan to move the meeting to September 17th, 2019 at 6:30 p.m.
Seconded by: Commissioner Fiorito.
All in favor; Motion passed.

F. By Commissioners.

Commissioner Donovan would like signage in Rockwell regarding the resident swimming in the river. No motion made.

9. Committee Reports

A. Budget & Finance Committee – Nothing to report.

B. Building & Maintenance Committee

Commissioner Fiorito stated that Yarde Metals would like to donate a sign on Muzzy Field for Bristol Blues and Legion.

MOTION: By Commissioner Fiorito accept the offer of Yarde Metals donating a sign and the Park Department will install the sign.
Seconded by: Commissioner Kalat.
All in favor; Motion passed.

Commissioner Fiorito stated that Kern Park Association and the Watershed Association would like to build a pollinator garden within the Kern Park where the tennis courts are located. The Committee approved Phase 1 which will consist of an analysis of the soils only. This project will be done in phases and will be done over three (3) years.

MOTION: By Commissioner Fiorito to approve Kern Park Association to perform phase 1.
Seconded by: Commissioner Kalat.
All in favor; Motion passed.

C. Events Committee. Nothing to report.

10. Other Business

Dr. Medeiros stated that Mr. Daren Carol, the ice cream vendor for the Rockwell and Page Park has a contract which expired on September 30, 2019. The contract is \$1,200.00 and Mr. Carol would like to ask the Park Board to consider a lower amount as the revenue generated does not warrant the annual fee.

MOTION: Made by Commissioner Fiorito to move the above mentioned item to the Budget & Finance Committee.

Seconded by: Commissioner Bogdanski.

All in favor; Motion carried.

11. Adjourn

MOTION: By Commissioner Fiorito to adjourn at 8:04 p.m.

Seconded by: Commissioner Donovan.

All in favor; Motion passed.

Respectfully submitted,

Lisa Wilson, Recording Secretary
Board of Park Commissioners