

Park and Recreation Department
Budget & Finance Committee
Monday, January 14, 2019 at 6:00 p.m.
City Hall, Park Office, 2nd Floor, 111 North Main Street, Bristol, CT

1. Acceptance of minutes

- a. Budget & Finance Meeting Minutes 12-17-2018

Documents:

[BUDGET AND FINANCE MINUTES 12 17 2018 DRAFT.PDF](#)

2. Public Participation

3. Old Business

4. New Business

5. Other Business

- a. Review Budget For 2019/2020

6. Adjourn

Park and Recreation Department
Budget & Finance Committee
Wednesday, December 17, 2018 at 6:30 p.m.
City Hall, Park Office, 2nd Floor, 111 North Main Street, Bristol, CT
Meeting Minutes

Present: Maryellen Holden, Commissioner
Robert Fiorito, Chairperson
Robert Kalat, Commissioner
Joshua Medeiros, Commissioner
Cynthia Donovan
Brian Wilson, Superintendent of Parks Department
Mary Rydingsward
Ellen Zoppo-Sassu, Mayor

Absent:

Call to order

Commissioner Fiorito called the meeting at 6:30 p.m.

1) Acceptance of minutes from September 19, 2018:

Commissioner Kalat made a motion to approve the September 19, 2018 minutes and the motion was seconded by Commissioner Holden. Motion carried.

2) Public Participation:

None

3) Old Business

A. Review the 10 year CIP project list and take any action as necessary.

Brian Wilson provided a list of capital projects that he would like to see implemented over the next ten (10) year period. Should a proposed project stay on the list, it will need a narrative as for why each project is needed. The Comptroller will then review and compare the fiscal budgets and the demands of other departments. A group looks at the city capital request, prioritizes the project and then presents to the Board of Finance.

Discussion transpired regarding the comprehensive master plan will incorporate a portion of Kern Park. Timing for the changing of the landscape will need to be determined and prioritized in any number of years. Cost is for the plan and some scope of work. The plan shall include the natural resources, existing parking, and existing entrances. A strategic plan of what's needed and how it will be developed and implemented. The goal is to maintain this park as a passive walking park. We need to determine a plan for what is necessary, the costs associated and if it's within the budget. No motion made.

Mr. Wilson stated that the current backhoe has been decommissioned and there is a need for one within the department. When the Park Department needs larger equipment, we ask Public Works are their equipment is larger.

Commissioners discussed the Muzzy Field laser level and field is important; however, it can be pushed out.

Discussion transpired pertaining to Page Park improvements and the estimated cost of \$4,000,000 is only for the grounds and does not include the recreation building. Commissioners talked about what they would like to see and provided many key projects. The green monster needs heat and repairs for the building to be more functional for mechanics and vehicle storage. Looking to paint, utilities, providing adequate parking spaces and modifying the interior rooms. The brown old park building (gingerbread house) should be removed.

Peck Park and Seymour Park tennis courts require attention. Residents in the area of Peck Park would like to see a rotary to ease dropping off kids. Design work should be done in house and needs to be completed first and hopefully this can be done next year.

Memorial Boulevard paving project should be Memorial Boulevard paving project. Contractor will work with the architect. Painting of the lines should be done after the roads are paved. For now, the tennis courts will be left alone.

Comprehensive Master Plan should include all park. Last assessment plan was done in 2004 for four (4) parks. Mater Plan should include the national trends and the CT trends.

Discussion transpired on how much to allocate to the planning, tractor and paving. The Board has agreed for \$150k for planning, \$100k for the truck, \$350k for paving, \$100k for the green monster. Total is \$700k. All in agreement. No motion made.

Windows have been ordered for DMAC and will be replaced soon.

4) New Business:

None

5) Other Business:

None

6) Adjourn:

Motion made by Commissioner Fiorito to adjourn at 8:24 p.m. and the motion was seconded by Commissioner Kalat. All in favor. Motion carried.

Respectfully submitted,

Lisa Wilson
Recording Secretary
Board of Park Commissioners

DRAFT