



Board of Park Commissioners  
Wednesday, August 18, 2021 at 6:00 pm  
City Hall 1<sup>st</sup> Floor Conference Room  
Regular Meeting Minutes

**1. Call to order**

- a. Chairwoman Mayor Zoppo-Sassu called the meeting to order at 6:05 p.m.
- a. Attendance

**Present:** Mayor Ellen Zoppo-Sassu, Chairwoman  
Robert Fiorito, Vice Chair  
Sandra Bogdanski, Commissioner  
Cynthia Donovan, Commissioner  
Malcolm Huckaby, Commissioner  
Paula O'Keefe, Commissioner  
Scott Rosado, Council Liaison

Erica, Benoit, Community Engagement Coordinator  
Sarah Larson, Deputy Superintendent  
Dr. Joshua Medeiros, Superintendent

**2. Acceptance of meeting minutes**

- a. **MOTION:** Made by Vice Chairman Fiorito to accept July 21, 2021 Regular Meeting Minutes.  
Seconded by: Commissioner Donovan, all in favor; motion carried.

**3. Public participation**

- a. There was no public participation.

**4. Employee Recognition**

- a. Superintendent Medeiros recognized Deputy Superintendent Sarah Larson, for her exceptional performance within the department and undertaking the Assistant to the Superintendent's duties during the positions vacancy, as the August Employee of the Month.
- b. Superintendent Medeiros also recognized Park's Crew member, Matt Newton, and his promotion to Group Leader.

**5. Superintendent's Report**

- a. **MOTION:** Made by Vice Chairman Fiorito to accept and place the Superintendent's Report on file.  
Seconded by: Commissioner Donovan, all in favor; motion carried.
- b. **MOTION:** Made by Vice Chairman Fiorito to accept and place Project Updates on file.  
Seconded by: Commissioner Kalat, all in favor; motion carried.
- c. **MOTION:** Made by Vice Chairman Fiorito to accept and place Financials and End of Year Transfers on file.  
Seconded by: Commissioner O'Keefe, all in favor; motion carried.
- d. Superintendent Medeiros provided grant updates. Discussion followed.

**6. Old business**

- a. Discussion continued on the request to rename press box for former Superintendent Ed Swicklas.  
**MOTION:** Made by Vice Chairman Fiorito to have Building & Maintenance Committee review options for naming of Ed Swicklas.  
Seconded by: Commissioner Kalat, all in favor; motion passed.
- b. By Commissioners: Commissioner Kalat requested an update on THEIS parking lot. Discussion followed.

#### 7. New business

- a. Community Engagement Coordinator Benoit presented updates on the Park Ambassador Program and its success. Discussion Followed.
- b. Discussion on the Bristol Blues Contract.  
**MOTION:** Made by Vice Chairman Fiorito to have Budget & Finance Committee formally review Bristol Blues Contract.  
Seconded by: Commissioner Kalat, all in favor; motion carried.
- c. **MOTION:** Made by Vice Chairman Fiorito to have Budget and Finance Committee perform the Annual Review and Approval of the Department Policies and Procedures Manual including fee schedules.  
Seconded by: Commissioner Donovan, all in favor; motion carried.
- d. Superintendent Medeiros reviewed and discussed phased approach to the Page Park Revitalization Project. Discussion Followed.
- e. By Commissioners: Commissioner O'Keefe expressed need for additional maintenance at Nelson Field.

#### 8. Committee reports

- a. Events Committee: Chairwoman O'Keefe discussed the committee's work on getting sponsors for 100<sup>th</sup> Anniversary of Memorial Boulevard
- b. Building & Maintenance Committee: No report.
- c. Budget & Finance Committee: No report.
- d. Diversity, Equity and Inclusion: No report.
- e. City Council Liaison updates: Council Liaison Rosado informed the group that the General Wozenski Monument dedication is to take place on September 25<sup>th</sup>, 2021

#### 9. Adjourn

- MOTION:** Made by Vice Chairman Fiorito to adjourn at 8:00 p.m.  
Seconded by: Commissioner Bogdanski, all in favor; motion carried.

Respectfully submitted,

Jazzya Coakley  
Recording Secretary  
Board of Park Commissioners