



PARKS, RECREATION, YOUTH AND COMMUNITY SERVICES

Board of Park Commissioners

Wednesday, September 20, 2023 at 6:00 p.m.

<https://bristolct-gov.zoom.us/j/85069890052?pwd=TkRYWjBjbGU5eFZCVmRpbGhvZXcudz09>

Bristol Parks, Recreation, Youth & Community Services – 51 High Street, Bristol CT
Regular Meeting Minutes

1. Call to order

a. Chair Mayor Jeffrey Caggiano called the meeting to order at 6:01 p.m.

b. Attendance:

Present: Mayor Jeffrey Caggiano, Chair
Robert Fiorito, Vice Chair
Sandra Bogdanski, Commissioner
Cynthia Donovan, Commissioner
Robert Lawson, Commissioner
Emily Michaud, Commissioner
Andrew Howe, City Council Liaison

Sarah Larson, Deputy Superintendent
Dr. Joshua Medeiros, Superintendent

Absent: Leonard Lamothe, Commissioner
Marie O'Brien, Board of Finance Liaison

2. Acceptance of meeting minutes

a. **MOTION:** Made by Vice Chair Fiorito to accept the July 19, 2023 Regular Meeting Minutes.

Seconded by: Commissioner Bogdanski, all in favor; motion carried.

3. Public participation:

a. Resident, Michael Erosenko, commended Superintendent Medeiros for his contributions to the Parks, Recreation, Youth and Community Services Department and support of local businesses.

b. **MOTION:** Made by Vice Chair Fiorito to move up New Business Item 6b.

Seconded by: Commissioner Bogdanski, all in favor; motion carried.

6b. Residents, Carol Jackson and Zachary Johnson, voiced their support of the Kristopher Salls Holiday Lights Display in the Parks. The Commission held discussion on the logistics of the display in terms of location, and potential partners.

MOTION: Made by Vice Chair Fiorito to endorse Kristopher Salls Holiday Lights Display in the Parks, placement will be determined by BPRYCS Administration.

Seconded by: Commissioner Bogdanski, all in favor; motion carried.

c. **MOTION:** Made by Vice Chair Fiorito to move up New Business Item 6a.

Seconded by: Commissioner Donovan, all in favor; motion carried.

6a. City Grants Administrator, Dr. Dawn Leger, presented on the Community Development Block Grant 5-Year Plan. Dr. Leger requested the support of the BPRYCS Department in distributing a community survey in relation to the grant. Dr. Leger provided copies of the QR code to participate in the survey.

d. **MOTION:** Made by Vice Chair Fiorito to move up New Business Item 6e.

Seconded by: Commissioner Bogdanski, all in favor; motion carried.

6e. Mary Rydingsward of the Pequabuck River Watershed Association, and Debra McAuliffe-Johnson, resident, inquired about details regarding the renovation of Kern Park; discussion followed.

MOTION: Made by Vice Chair Fiorito to approve the Contract Award for the Renovations of Kern Park to Stonehedge Landscaping.

Seconded by: Commissioner Donovan, all in favor; motion carried.

4. Superintendent's Report

a. Commissioners reviewed the Monthly Division Updates; discussion followed.

b. Commissioners reviewed the Project Updates; discussion followed.

MOTION: Made by Commissioner Bogdanski to utilize funds from the Page Park Revitalization Project to repair the structural damage at Perry J. Spinelli Pavilion.

Seconded by: Commissioner Donovan, all in favor; motion carried.

c. Commissioners reviewed the Department Financials; discussion followed.

MOTION: Made by Commissioner Bogdanski to approve the FY24-25 Internal Budget Process and Timeline.

Seconded by: Commissioner Donovan, all in favor; motion carried.

5. Old business

a. **MOTION:** Made by Vice Chair Fiorito to retain the Pickleball Rules as stated.

Seconded by: Commissioner Donovan, all in favor; motion carried.

b. **MOTION:** Made by Vice Chair Fiorito to accept the Superintendent's recommendation on Department Special Events Review and Analysis.

Seconded by: Commissioner Donovan, all in favor; motion carried.

c. By Commissioners: None.

6. New business

c. **MOTION:** Made by Vice Chair Fiorito to place the Rockwell Security Summer 2023 Report provided by Westech Security on file, and refer to Finance Committee.

Seconded by: Commissioner Donovan, all in favor; motion carried.

d. **MOTION:** Made by Vice Chair Fiorito to approve the Award Contract for Grass Cutting Services at Nelson's Field to Sleepy Hollow Farm CT LLC.

Seconded by: Commissioner Bogdanski, all in favor; motion carried.

f. **MOTION:** Made by Vice Chair Fiorito to refer the proposal for EV Charging Electric Vehicle Stations at DMAC to the Finance Committee for FY25 Budget.

Seconded by: Commissioner Bogdanski, all in favor; motion carried.

g. **MOTION:** Made by Vice Chair Fiorito to rescind the referral from City Council to purchase L#10, Map 65 Marsh Road.

Seconded by: Commissioner Donovan, all in favor; motion carried.

h. Commissioners reviewed the Park Rules Sign Refresh Project Updates; discussion followed.

i. **MOTION:** Made by Vice Chair Fiorito to place the Solitude Lake Management Report for Veterans Memorial Boulevard Ponds on file.

Seconded by: Commissioner Lawson, all in favor; motion carried.

j. By Commissioners:

i. Vice Chair Fiorito inquired about updates on locks and cameras for the Rockwell Park bathrooms that have been vandalized; discussion followed.

7. Committee reports

a. Fund Development Committee: Chair Bogdanski reported the committee will be meeting to discuss

- the Friends of Bristol Parks and Recreation Fund and determine usage.
- d. Policy Committee: Chair Donovan reported the committee will be meeting to continue discussion on the Strategic Plan.
 - e. Finance Committee: Chair Fiorito reported the committee is invited to the department budget meetings to gather and provide insight, and support.
 - f. City Council Liaison Updates: City Council Liaison Howe commended the Rockwell Theater on a successful first performance.

8. Adjourn

- a. **MOTION:** Made by Vice Chair Fiorito to adjourn the meeting at 8:08 p.m.
Seconded by: Commissioner Bogdanski, all in favor; motion carried.

Respectfully submitted,
Jazzya Coakley
Recording Secretary
Board of Park Commissioners

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