



Board of Park Commissioners
Wednesday, December 21, 2022 at 6:00 p.m.
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 6:04 p.m.
- b. Attendance

Present: Mayor Jeffrey Caggiano, Chair
Robert Fiorito, Vice Chair
Sandra Bogdanski, Commissioner
Cynthia Donovan, Commissioner
Leonard Lamothe, Commissioner
Emily Michaud, Commissioner
Andrew Howe, City Council Liaison
Marie O'Brien, Board of Finance Liaison

Sarah Larson, Deputy Superintendent
Dr. Joshua Medeiros, Superintendent

Absent: Robert Lawson, Commissioner

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Vice Chair Fiorito to accept the November 16, 2022 Regular Meeting Minutes
Seconded by: Commissioner Donovan, all in favor; motion carried.

3. Public participation

- a. Resident, John Boi, inquired about the repair of the holiday lights on Veterans Memorial Boulevard.

4. Superintendent's Report

- a. **MOTION:** Made by Commissioner Bogdanski to accept and place the Superintendent's Report on file.
Seconded by: Commissioner Lamothe, all in favor; motion carried.

5. Old business

- a. By Commissioners:
 - i. Commissioner Lamothe provided update on the Veterans Memorial Boulevard cannon.
 - ii. Vice Chair Fiorito provided update on the Edward Swicklas Employee Garden Monument.
 - iii. Commissioner Donovan presented an article written in the Bristol Press on the department.

6. New business

- a. **MOTION:** Made by Vice Chair Fiorito to accept and place the 2022 Annual Report on file.
Seconded by: Commissioner Bogdanski, all in favor; motion carried.

- b. **MOTION:** Made by Vice Chair Fiorito to approve the 2023 Board of Park Commissioner Meeting Calendar.
Seconded by: Commissioner Bogdanski, all in favor; motion carried.
MOTION: Made by Commissioner Donovan to add the Conflict-of-Interest forms to be filled out by commissioners.
Seconded by: Vice Chair Fiorito, all in favor; motion carried.
- c. **MOTION:** Made by Vice Chair Fiorito to approve the Superintendent's FY 23-24 Budget Recommendation as proposed and refer to the Comptroller's Office.
Seconded by Commissioner Bogdanski, all in favor; motion carried.
- d. **MOTION:** Made by Vice Chair Fiorito to approve the award contract to FHI Studio for Kern Park Design and Improvements.
Seconded by: Commissioner Donovan, all in favor; motion carried.
- e. **MOTION:** Made by Vice Chair Fiorito to approve the award contract to Trademark Contractors LLC for Stocks/Casey Field Construction.
Seconded by: Commissioner Donovan, all in favor; motion carried.
- f. **MOTION:** Made by Vice Chair Fiorito to approve the award contract for Perry Spinelli Renovations Phase 2.
Seconded by: Commissioner Bogdanski, all in favor; motion carried.
- g. Superintendent Medeiros relayed proposal consideration on behalf of Joyce Ptak to name the Urban Garden and establish a tribute mural. Discussion followed, resulting in referring Joyce Ptak to the Veterans Council for first-step approvals.
- h. **MOTION:** Made by Vice Chair Fiorito to accept Lot 98-1 Frederick Street, Assessor's Map 43 in alignment with the Master Plan.
Seconded by: Commissioner Donovan, all in favor; motion carried.
- i. By Commissioners:
 - i. Commissioner Bogdanski proposed a holiday art display with lights, discussion followed.
 - ii. Commissioner Lamothe inquired about Hoppers Birge and Shaffrick property plans, discussion followed. Commissioner Lamothe also inquired about the tank at Hoppers Birge Pond.
 - iii. Commissioner Donovan inquired about the 2022 Winter Wonderland event, discussion followed.

7. Committee reports

- a. Fund Development Committee: Chair Donovan requested the commissioners consider 10 potential companies, organizations, or individuals for Dinner on the Diamond fundraising.
- b. Policy Committee: None.
- c. Finance Committee: As discussed in New Business Item 6c.
- d. City Council Liaison updates: Councilman Howe commended the Mayor's Tree Lighting event. Vice Chair Fiorito suggested a Policy Committee meeting to discuss priority events.

8. Adjourn

- a. **MOTION:** Made by Vice Chair Fiorito to adjourn the meeting at 7:46 p.m.
Seconded by: Commissioner Donovan, all in favor; motion carried.

Respectfully submitted,

Jazzya Coakley
Recording Secretary
Board of Park Commissioners