



*City of Bristol  
Board of Park Commissioners*

**INFORMATION TO ACCESS MEETING**

<https://bristolct-gov.zoom.us/j/88962098471?pwd=tUIEr2YCTl5twlitd8mgsAnQheYx9p.1>

The regular Board of Park Commissioners meeting will be held on Wednesday, April 15, 2026, at 6:00 PM. in City Hall Meeting Room 1-2 111 North Main Street, Bristol, CT 06010.

**AGENDA**

1. Call to Order
  - a. Pledge of Allegiance
  - b. Attendance
2. Approval of Minutes
  - a. Approval of Minutes - March 18, 2026, Regular Meeting Minutes
3. Public Participation
4. Superintendent's Report
  - a. Divison Supervisor's Report
  - b. Project Updates
  - c. Year to Date Financials
  - d. Trust Fund Portfolio Executive Summary
  - e. Strategic Plan Updates
5. Old Business
  - a. Hoppers-Birge Pond Boardwalk Approach and Fundraising
  - b. By Commissioners

6. New Business

- a. Presentation from Life Scout Hunter Michaud on his Eagle Scout Project
- b. Presentation from UCONN Conservation Ambassador Program Participant, Esha Osioh, on storm-water quality testing data and recommendations
- c. Consider a request from Bristol Little League for Peck Park Improvements
- d. Selection of the All-Heart Parks Advocate of the Year Award 2026
- e. Consider amendments to section 16-1 MV Use of Memorial Boulevard
- f. Place on file the 2026 DMAC Facility Impact Report
- g. Endorse strategic approaches to addressing Park Safety and Littering
- h. Approval of the Arbiter Sports Payment Processing Policy
- i. Approval of the Rockwell Park Invasive Weed Management Plan
- j. Approval of the Pool Inclement Weather Policy
- k. By Commissioners

7. Reports and Committee Reports

- a. Fund Development & Advocacy Committee
- b. Policy & Strategy Committee
- c. Finance Committee
- d. City Council Liaison Report

8. Adjournment

PER ORDER OF THE CHAIRPERSON  
Mayor Ellen Zoppo-Sassu



*City of Bristol  
Board of Park Commissioners*

**INFORMATION TO ACCESS MEETING**

<https://bristolct-gov.zoom.us/j/88962098471?pwd=tUIEr2YCTI5twltd8mgsAnQheYx9p.1>

Ladies and Gentlemen:

The regular meeting was held on Wednesday, March 18, 2026, at 6:00 PM in Meeting Room 1-2 in City Hall, 111 North Main Street, Bristol, CT 06010.

**1. Call to Order**

Mayor Ellen Zoppo-Sassu called the meeting to order at 6:00 p.m.

**a. Pledge of Allegiance**

**b. Attendance**

**Members Present:**

Mayor Ellen Zoppo-Sassu, Chair  
Robert Fiorito, Vice Chair  
Jonathan Bradley, Commissioner  
Cynthia Donovan, Commissioner  
Mark Dickau, City Council Liaison  
Dr. Joshua Medeiros, Superintendent  
Sarah Larson, Deputy Superintendent  
Julie Metzroth, Commissioner  
Aaron Weber, Commissioner

**Absent:**

**2. Approval of Minutes**

**a. Approval of Minutes: February 18, 2026, Regular Meeting Minutes**

**MOTION:** Made by Vice Chair Fiorito to approve the February 18, 2026, Regular Meeting Minutes.

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

**3. Public Participation**

John Gianoni, president of the Forestville Village Association, presented the 2026 Fishing Derby on May 9, 2026, at Pine Lake; discussion followed.

John Gianoni, president of the Forestville Village Association, presented the possible donation of a solar-powered aerator for Pine Lake. Mr. Gianoni has been consulting with CT D.E.E.P for system recommendations based on Pine Lake's specifications; discussion followed.

**MOTION:** Made by Vice Chair Fiorito to move New Business Item 6a., To approve the Special Event Application for the New England Auto Museum 12th Annual Auto Show on the Veteran's Memorial Boulevard on August 8, 2026, up on the agenda.  
Seconded by Commissioner Donovan, all in favor; motion carried.

**6a. Approve the Special Event Application for the New England Auto Museum 12th Annual Auto Show on Veterans Memorial Boulevard on August 8, 2026**

Michael Scheidel, of the New England Auto Museum, presented details about the New England Auto Museum 12th Annual Auto Show. Mr. Scheidel stated there are an estimated 250 vehicles that will be on display and expressed concerns about the number of spaces provided within the Bristol Arts Innovation and Magnet School and along the Veteran's Memorial Boulevard; discussion followed.

Mayor Ellen Zoppo-Sassu will meet with Mr. Scheidel to explore Hope Street as a possible site and compare it with the Veteran's Memorial Boulevard/ B.A.I.M.S site.

**6l. Hoppers Birge Pond Update**

Erik Madsen, of 70 Oak Hill Drive in Bristol, and Friends of the Hoppers Birge Pond Preserve Board Member presented an update on the Hopper Birge Pond. \$250,000.00 has been allocated towards the first year of repair to the Boardwalk. Mr. Madsen requested to reallocated funds to purchase the 6-acre lot from H&T Holdings adjacent to Hoppers Birge Pond. Discussion followed.

**MOTION:** Made by Vice Chair Fiorito the Mayor to go before the Board of Finance to request the \$250,000.00 allocated for the Hoppers Birge Pond boardwalk to be used towards the acquisition of the 6-acre lot.  
Seconded by Commissioner Donovan; all in favor; motion carried.

**4. Superintendent's Report**

**a. Division Supervisor's Report**

Bristol Parks, Recreation, Youth and Community Services Superintendent Dr. Joshua Medeiros presented the Division Supervisor's Report; Discussion followed.

**b. Project Updates**

Bristol Parks, Recreation, Youth and Community Services Superintendent Dr. Joshua Medeiros presented the Project Updates. Superintendent Medeiros stated the department is currently conducting interviews for an ADA Audit Firm with Commissioner Donovan sitting in as a Board of Parks representative. City Council has awarded a contract for Phase Two (2) at Page Park. The department is still waiting for the MOU from the state for Rockwell Park, and the Park Maintenance building Improvements contract was awarded to Guardian. Discussion followed.

**c. Year to Date Financials**

Bristol Parks, Recreation, Youth and Community Services Superintendent Dr. Joshua Medeiros presented the Year-to-Date Financials. Superintendent Medeiros stated that the trust funds have been doing well and have exceeded the budget. Discussion followed.

**d. Strategic Plan Updates**

Bristol Parks, Recreation, Youth and Community Services Superintendent Dr. Joshua Medeiros presented the Strategic Plan Updates. Superintendent Medeiros presented the newest changes on [Bristolrec.com](http://Bristolrec.com). Community Engagement Coordinator Eric Ussery has added a policy tab, broken out by chapter for easy accessibility. Discussion followed.

MOTION: Made by Vice Chair Fiorito to place the Superintendent's Report on file. Seconded by Commissioner Donovan; all in favor; motion carried.

**5. Old Business**

**a. By Commissioners**

Vice Chair Fiorito inquired about the truck signage on the Veteran's Memorial Boulevard. Mayor Ellen Zoppo-Sassu stated the city is actively working through state approval, and exploring other options such as weight limits and alternative clear markings.

**6. New Business**

**b. Consider a request from the Bristol 250 Committee to plant a Bristol 250 Tree and Garden at Rockwell Park**

Bristol Parks, Recreation, Youth and Community Services Deputy Superintendent Sarah Larson presented the request from the Bristol 250 Committee to plant a Bristol 250 Tree and Garden at Rockwell Park. Deputy Superintendent Larson stated the 250 Committee was interested in planting an Elm Tree with the plaque mounted on a rock. Landscape Gardener Steven Schriver put together a proposal that the committee was in favor of with multiple locations to choose from. Discussion followed.

**MOTION:** Made by Vice Chair Fiorito to refer back to the 250 Committee, strictly the Memorial Tree Program as advertised in our policy. Seconded by Commissioner Donovan; all in favor; motion carried.

**c. Presentation from UCONN Conservation Ambassador Program Participant, Esha Osioh, on storm-water quality testing data and recommendations**

Nothing to report.

**d. Approve the Bristol Blues Baseball 2026 Game Schedule**

Bristol Parks, Recreation, Youth and Community Services Superintendent Dr. Joshua Medeiros presented the Bristol Blues 2026 Game Schedule. Discussion followed.

**MOTION:** Made by Vice Chair Fiorito to approve the Bristol Blue Baseball 2026 Game Schedule.

Seconded by Commissioner Donovan; all in favor; motion approved.

**e. Approve the Bristol Blues Baseball 2026 Event Schedule**

Bristol Parks, Recreation, Youth and Community Services Superintendent Dr. Joshua Medeiros presented the Bristol Blues Baseball 2026 Event Schedule. Discussion followed.

**MOTION:** Made by Vice Chair Fiorito to approve the Bristol Blues Baseball 2026 Event Schedule.

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

**f. Approve the Bristol blues Baseball 2026-2028 Contract**

Bristol Parks, Recreation, Youth and Community Services Superintendent Dr. Joshua Medeiros presented the Bristol Blues Baseball 2026 - 2028 Contract. Superintendent Medeiros stated that there are minor changes to the contract, including any extra games outside the 22-game schedule are subject to all the usual rental and staffing rates that are applied to all groups, and the Blues to maintain their 501c3 status in good standing. Discussion followed.

**MOTION:** Made by Vice Chair Fiorito to approve the Bristol Blues Baseball 2026–2028 Contract.

Seconded by Commissioner Bradley; all in favor; motion carried.

**g. Accept a \$5,000 donation from Jim Cleveland for the wildflower field at Pigeon Hill Preserve**

Bristol Parks, Recreation, Youth and Community Services Superintendent Dr. Joshua Medeiros presented the \$5,000.00 donation from Jim Cleveland for the wildflower at Pigeon Hill Preserve, bringing the total amount of donations from Mr. Cleveland to \$25,000.00. Discussion followed.

**MOTION:** Made by Commissioner Donovan to accept the \$5,000.00 donation from Jim

Cleveland for the wildflower field at the Pigeon Hill Preserve. Seconded by Vice Chair Fiorito; all in favor; motion carried.

**h. Capital Improvement Project addition: Bristol Municipal Golf Course**

Mayor Ellen Zoppo-Sassu presented the addition of a Bristol Municipal Golf Course to the Capital Improvement Project. The city is currently in negotiations with Chippanee Golf Club, while also doing some diligence, such as exploring future management options and alternative ownership structures. The effort is partly aimed at preserving open space, noting that the only other offer placed was a large-scale housing development. Discussion followed.

**i. Long-Term Sustainability of Bristol Cemeteries**

Mayor Ellen Zoppo-Sassu presented the update on the long-term sustainability of Bristol Cemeteries. There have been meetings with the West Cemetery Association, and legal, financial, and regulatory reviews are underway. The city will be holding a public meeting the first week of May that will be advertised in newspapers and social media, in order to notify anyone who has family or loved ones buried at West Cemetery. The transition may also include Peacedale Cemetery and could involve support from the Parks Department. Discussion followed.

**j. Prioritization Workshop for Park Safety and Public Awareness on Littering Campaigns**

Bristol Parks, Recreation, Youth and Community Services Superintendent Dr. Joshua Medeiros presented the workshop on Park Safety and Public Awareness on Littering Campaigns. The commission will place stickers on all the top priority items that are posted around the room.

**k. By Commissioners**

Mayor Ellen Zoppo-Sassu pointed out that April 22, 2026, is Earth Day and the city expressed interest in doing a Trail Day to help highlight Hoppers Birge Pond. Clean Harbors offered to help with Earth Day initiatives. Discussion followed.

Mayor Ellen Zoppo-Sassu spoke to the commission about items related to the Peck Park Project. There is someone who has expressed interest in about a \$200,000.00 donation for lights for the field. Discussion followed.

Deputy Superintendent Sarah Larson updated the commission on the Veterans Council's findings, noting that the riparian buffer at Veterans Memorial Park has been endorsed.

**7. Reports and Committee Reports**

**a. Fund Development & Advocacy Committee**

Nothing to report.

**b. Policy & Strategy Committee**

Nothing to report.

**c. Finance Committee**

Nothing to report.

**d. City Council Liaison Report**

Nothing to report.

**8. Adjournment**

**MOTION:** Made by Vice Chair Fiorito to adjourn at 7:44 p.m.  
Seconded by Commissioner Donovan; all in favor; motion carried.

Respectfully Submitted,  
Amaris Estrada  
Recording Secretary  
Board of Park Commissioners



Superintendent Report  
Board of Park Commissioners  
April 15, 2026

**I. Parks, Grounds and Facilities Division Highlights**

- Superintendent Medeiros, Deputy Superintendent Larson and Park Commissioner Cindy Donovan participated in interviews with 4 firms for a BPRYCS ADA Audit and Transition Plan. A top firm was selected and we expect contract award to occur in April with the project beginning shortly thereafter.
- A kick-off meeting for Page Park Revitalization phase 2 was held on Tuesday. Yield Industries has been awarded the bid and they are mobilizing to begin construction by mid-April. Dayton Construction continues to wrap-up phase 1 in anticipation of an April 15<sup>th</sup> substantial completion deadline.
- Park Maintainers Kevin Dragon and Jon Therriault, Group Leader Matt Newton and Park Mechanic Mike Dinice took a Certified Pool Operator (CPO) Course. Additionally, Park Maintainers Dragon and Therriault, Skilled Utility Worker Craig Vibert, Group Leader Todd Anderson, and Athletics and Ballfield Supervisor Doug Trillo took a Certified Playground Safety Inspector (CPSI) course. Both courses include an exam, and the newly certified staff will help bolster our department's resources.
- LED sports lighting upgrades at Rockwell Volleyball, Page Softball and Page tennis courts have been completed with federal EECBG funds. The upgrades will improve energy efficiencies and playing conditions.

| <b>Accucom Work Order System</b> | <b>March<br/>2025</b> | <b>March<br/>2026</b> |
|----------------------------------|-----------------------|-----------------------|
| Work Orders Submitted            | 4                     | 7                     |
| Work Orders Closed in March      | 4                     | 0                     |
| Work Orders Still Open           | 24                    | 21                    |

**II. Recreation Division Highlights**

- The Recreation Division has begun advertising and interviewing for multiple summer camp openings.
- Sponsorships for the 75<sup>th</sup> Annual Perry J. Spinelli Fishing Derby have been received by the Recreation Division. Sponsorship money will be utilized to provide prizes to all participants.
- The Recreation Division reviewed utilizing Arbiter Pay as a new method to pay umpires and officials. This method will streamline the payment process and provide an operational ease to paying officials for their work.
- The Recreation Division met with Admin. to review the summer schedule and start date of camp programs based on the projected last day of school for BPS. Camp has been determined to start a week later than anticipated.

- Recreation Supervisor Amry Shelby on his appointment to the National Recreation and Park Ethnic Minority Society (NRPEMS) Board of Directors.

| <b>Recreation &amp; Event Measures</b>     | <b>March 2025</b> | <b>March 2026</b> |
|--------------------------------------------|-------------------|-------------------|
| # of youth engaged in recreation programs  | 278               | 328               |
| # of adults engaged in recreation programs | 204               | 179*              |
| Total # of recreation programs running     | 18                | 15                |

*\*Number is higher than displayed due to adult leagues only requiring the captains of the team to register through MyRec. This number does not include the adult teammates of the captains that register.*

### **III. Aquatics Division Highlights**

- The Aquatics Division has begun advertising and interviewing for multiple lifeguard openings.
- The Aquatics Division met with Admin. to review the summer schedule and open date for pools based on the projected last day of school for BPS. The outdoor pools will open July 1, 2026 for the season.
- The Dennis Malone Aquatics Center 2026 Facility Survey was conducted to solicit member and participant feedback on the facility.
- Local swim teams hosted a swim-a-thon at DMAC on March 21, 2026 to raise money for the new DMAC scoreboard. Teams raised \$2,710.00 at the event.

| <b>Aquatics Measures</b>                         | <b>March 2025</b> | <b>March 2026</b> |
|--------------------------------------------------|-------------------|-------------------|
| # of visits to the Dennis Malone Aquatics Center | 1,765             | 1,727             |
| # of pool memberships sold                       | 52                | 53                |
| # of program participants                        | 992               | 1040              |

### **IV. Outreach, Marketing, and Event Highlights**

- Superintendent Josh Medeiros, Deputy Superintendent Sarah Larson, and Community Engagement Coordinator Erica Ussery, met to review Bristol's 2026 National Recreation and Parks Association (NRPA) Gold Medal Award Application. The Application was submitted March 13<sup>th</sup>.
- BPRYCS Admin staff met with Scott Heth, Environmental Learning Centers of Connecticut, and Board of Park Commissioner Cynthia Donovan to discuss plans for the James R. Cleveland Wildflower Field to be established at the Pigeon Hill Preserve.
- Superintendent Joshua Medeiros, Deputy Superintendent Sarah Larson, and Community Engagement Coordinator Erica Ussery, met to review strategic work on formalizing the Community Engagement Process and engaging underrepresented voices.
- Superintendent Joshua Medeiros and Community Engagement Coordinator Erica Ussery met with a representative from TextMyGov software proposal. The software provides text and email

capabilities outside of programming and the MyRec software. The conclusion was that MyRec has the capability to fulfill the functions that TextMyGov would provide.

| <b>Outreach, Marketing, and Event Measures</b> | <b>March<br/>2025</b> | <b>March<br/>2026</b> |
|------------------------------------------------|-----------------------|-----------------------|
| Unique # of visits to the Parks Project Portal | 598                   | 276                   |
| Total # of e-mails sent                        | 26                    | 43                    |
| % of emails opened                             | 55%                   | 49%                   |
| Email click rate                               | 5%                    | 2%                    |

### Upcoming Special Events - Save the Date

| <b>Event Name</b>                                                 | <b>Date</b>         | <b>Time</b>                                       | <b>Location</b>                                               |
|-------------------------------------------------------------------|---------------------|---------------------------------------------------|---------------------------------------------------------------|
| DTL Fall Line-Up Tickets on Sale to the Members                   | April 13, 2026      | 12:00 PM                                          | DowntownLiveCT.com                                            |
| Summer Registration Opens to Residents                            | April 14, 2026      | 12:00 PM                                          | BristolRec.com                                                |
| April Vacation Camp                                               | April 13 – 17, 2026 | 9:00 AM – 3:00 PM                                 | Stafford Elementary School                                    |
| April Vacation Climbing Camp at Pine Lake Adventure Park          | April 13 – 17, 2026 | 9:00 AM – 3:00 PM                                 | Pine Lake Adventure Park                                      |
| Summer Registration Opens to Residents                            | April 14, 2026      | 12:00 PM                                          | BristolRec.com                                                |
| DTL Fall Line-Up Tickets on Sale to the General Public            | April 20, 2026      | 12:00 PM                                          | DowntownLiveCT.com                                            |
| 75th Annual Perry J. Spinelli Fishing Derby                       | April 25, 2026      | Registration at 7:00 AM<br>Derby: 7:30 – 10:00 AM | Rockwell Park – Back Pond                                     |
| Downtown Live: M•PACT                                             | April 25, 2026      | 7:00 – 9:00 PM                                    | Downtown Live at the Rockwell Theater (70 Memorial Boulevard) |
| Downtown Live: Taylorville                                        | May 2, 2026         | 7:00 – 9:00 PM                                    | Downtown Live at the Rockwell Theater (70 Memorial Boulevard) |
| 34th Annual Bristol Youth and Prevention Leaders (B.E.S.T) Awards | May 6, 2026         | 6:00 – 7:30 PM                                    | Muzzy Field                                                   |
| Downtown Live: Hey Nineteen                                       | May 9, 2026         | 7:00 – 9:00 PM                                    | Downtown Live at the Rockwell Theater (70 Memorial Boulevard) |

### Park Projects Report (April 2026)

| Project Name                   | Description                                                                                                                                                                       | Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Cost Estimates                                  | Funding Source(s)                                          | Target Completion |
|--------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|------------------------------------------------------------|-------------------|
| ADA Audit & Transition Plan    | To conduct an ADA Assessment and develop a transition plan for all parks and facilities in alignment with our <i>strategic objective 2.2</i> to increase accessibility and access | The bid for the ADA Audit closed on 2/11/26. A small committee scored the submissions and top-rated firms will be brought in for interviews. Interviews were held and the committee recommended award of contract to WT Group for \$48,444. Work is expected to commence later this spring.                                                                                                                                                                                                                                                                                                                                                                                                                                                  | \$60,000<br><br><i>Actual Cost:</i><br>\$48,444 | Misc. Trust-0017021-589100                                 | Summer 2026       |
| Jim Cleveland Wildflower Field | To establish a wildflower field at Pigeon Hill Preserve in honor of Jim Cleveland                                                                                                 | ELCCT and BPRCS is partnering on the project. BPRCS staff is working on design of a sign and landscaping plan for the field. ELCCT is working with a contractor to implement a non-chemical approach to addressing mugwort at the park. We expect the work to commence later this spring.                                                                                                                                                                                                                                                                                                                                                                                                                                                    | \$120,000                                       | Private donations from Jim Cleveland to ELCCT & City Parks | Summer 2026       |
| Page Park Revitalization       | Utilize the Page Park master plan to fully renovate the park.                                                                                                                     | <p><b>Phase 1:</b> Construction is 95% complete with outstanding electrical work being required by Eversource to complete the pickleball lights. A final punchlist meeting is expected to be scheduled shortly.</p> <p><b>Phase 2:</b> A contract award to Yield Industries for approximately \$3.3 million dollars was made by City Council. A scope review meeting was held and work for phase 2 is expected to begin later this month.</p> <p><b>Phase 2.5/3:</b> CIP funding has been requested for the outstanding phases of the revitalization. Based on costs, we have revised the request from \$14 million to \$9.5 million. The Board of Finance continues to review all CIP requests and will approve the budget in May 2026.</p> | \$18.9 million                                  | \$18.9 million- CIP (3027010)                              | TBD<br>2027/2028  |

|                                                      |                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                               |               |                                                                  |                  |
|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|------------------------------------------------------------------|------------------|
| Rockwell Park Revitalization                         | A wholesale revitalization of Rockwell Park to include pool house renovations, new splash park, playground, lighted basketball courts, ADA trail improvements and disc golf course enhancements | We provided CT-DEEP with the municipal resolution that was approved at the January City Council meeting. We are awaiting word from CT-DEEP as to next steps for the MOU. We continue to organize and plan in the meantime so we can be ready to move forward once authorized. | \$3.8 million | \$1.9 million- CIP<br>\$1.9 million- matching ORLP federal grant | TBD<br>2027/2028 |
| Rockwell Maintenance Building Improvements (Phase 2) | Physical improvements to maintenance building to improve working conditions for the crew.                                                                                                       | Planning for the improvements has been completed and a PO issued. Work is expected to commence late summer following the completion of our busy season.                                                                                                                       | \$95,000      | \$95,000- LoCIP                                                  | Spring 2026      |

*Note:* The Park Projects Report is a monthly summary of all active Bristol Parks, Recreation, youth & Community Services (BPRYCS) Department managed Capital Improvement Projects (CIP) and other Large-Scale Projects/Initiatives. Due to the rapidly changing nature of projects, the information contained within the report is subject to change and may be outdated by the time of release. Any specific project questions should be directed to the Superintendent at [joshmedeiros@bristolct.gov](mailto:joshmedeiros@bristolct.gov).

## YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

| ACCOUNTS FOR:                       | ORIGINAL | REVISED  |             |            |              |            | AVAILABLE | PCT |
|-------------------------------------|----------|----------|-------------|------------|--------------|------------|-----------|-----|
| 001 GENERAL FUND                    | APPROP   | BUDGET   | YTD ACTUAL  | MTD ACTUAL | ENCUMBRANCES | BUDGET     | USE/COL   |     |
| <b>0017021 PARKS ADMINISTRATION</b> |          |          |             |            |              |            |           |     |
| 0017021 480003 PARK TRUST FUNDS     | -400,000 | -400,000 | -660,649.25 | .00        | .00          | 260,649.25 | 165.2%    |     |
| 0017021 480004 PARK TRUST GOODSSELL | -23,330  | -23,330  | -20,842.50  | .00        | .00          | -2,487.50  | 89.3%*    |     |
| 0017021 514000 REGULAR WAGES & SAL  | 417,250  | 424,355  | 315,404.11  | .00        | .00          | 108,950.89 | 74.3%     |     |
| 0017021 515100 OVERTIME WAGES & SA  | 3,000    | 3,000    | 1,597.55    | .00        | .00          | 1,402.45   | 53.3%     |     |
| 0017021 541000 PUBLIC UTILITIES     | 11,100   | 11,100   | 12,474.45   | .00        | 6,425.55     | -7,800.00  | 170.3%*   |     |
| 0017021 541100 WATER & SEWER CHARG  | 700      | 700      | 466.46      | .00        | 233.54       | .00        | 100.0%    |     |
| 0017021 543000 REPAIRS & MAINTENAN  | 1,750    | 1,750    | 777.20      | .00        | 924.50       | 48.30      | 97.2%     |     |
| 0017021 552100 LIABILITY INSURANCE  | 112,235  | 112,235  | 107,969.81  | .00        | .00          | 4,265.19   | 96.2%     |     |
| 0017021 553000 TELEPHONE            | 5,000    | 5,000    | 5,102.53    | .00        | 2,377.47     | -2,480.00  | 149.6%*   |     |
| 0017021 553100 POSTAGE              | 600      | 600      | 307.78      | .00        | .00          | 292.22     | 51.3%     |     |
| 0017021 557700 ADVERTISING          | 8,000    | 8,000    | 2,083.23    | .00        | 1,000.00     | 4,916.77   | 38.5%     |     |
| 0017021 561800 PROGRAM SUPPLIES     | 2,500    | 2,500    | 3,834.73    | .00        | 114.65       | -1,449.38  | 158.0%*   |     |
| 0017021 562200 NATURAL GAS          | 2,300    | 2,300    | 3,875.69    | .00        | 744.31       | -2,320.00  | 200.9%*   |     |
| 0017021 569000 OFFICE SUPPLIES      | 2,000    | 2,000    | 749.37      | .00        | 941.99       | 308.64     | 84.6%     |     |
| 0017021 581120 CONFERENCES & MEMBE  | 6,500    | 6,500    | 5,506.21    | .00        | 600.00       | 393.79     | 93.9%     |     |
| 0017021 583120 ARTS & CULTURE COMM  | 5,000    | 5,000    | 4,050.00    | .00        | .00          | 950.00     | 81.0%     |     |
| 0017021 589100 MISCELLANEOUS        | 0        | 128,224  | 62,249.52   | .00        | 6,540.00     | 59,434.91  | 53.6%     |     |
| TOTAL PARKS ADMINISTRATION          | 154,605  | 289,934  | -155,043.11 | .00        | 19,902.01    | 425,075.53 | -46.6%    |     |
| TOTAL GENERAL FUND                  | 154,605  | 289,934  | -155,043.11 | .00        | 19,902.01    | 425,075.53 | -46.6%    |     |
| TOTAL REVENUES                      | -423,330 | -423,330 | -681,491.75 | .00        | .00          | 258,161.75 |           |     |
| TOTAL EXPENSES                      | 577,935  | 713,264  | 526,448.64  | .00        | 19,902.01    | 166,913.78 |           |     |

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

|             | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD ACTUAL  | MTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USE/COL |
|-------------|--------------------|-------------------|-------------|------------|--------------|---------------------|----------------|
| GRAND TOTAL | 154,605            | 289,934           | -155,043.11 | .00        | 19,902.01    | 425,075.53          | -46.6%         |

\*\* END OF REPORT - Generated by Amaris Estrada \*\*

## YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

| ACCOUNTS FOR:                                 | ORIGINAL  | REVISED   |              |            |              |            | AVAILABLE | PCT |
|-----------------------------------------------|-----------|-----------|--------------|------------|--------------|------------|-----------|-----|
| 001 GENERAL FUND                              | APPROP    | BUDGET    | YTD ACTUAL   | MTD ACTUAL | ENCUMBRANCES | BUDGET     | USE/COL   |     |
| <b>0017022 PARKS GROUNDS &amp; FACILITIES</b> |           |           |              |            |              |            |           |     |
| 0017022 450311 MUZZY FIELD RENTALS            | -30,000   | -30,000   | -30,165.75   | .00        | .00          | 165.75     | 100.6%    |     |
| 0017022 450321 RENTALS                        | -21,000   | -21,000   | -18,310.00   | .00        | .00          | -2,690.00  | 87.2%*    |     |
| 0017022 450322 CONCESSION & MISC              | -7,000    | -7,000    | -7,450.02    | .00        | .00          | 450.02     | 106.4%    |     |
| 0017022 514000 REGULAR WAGES & SAL            | 1,246,415 | 1,250,245 | 946,113.82   | .00        | .00          | 304,131.18 | 75.7%     |     |
| 0017022 515100 OVERTIME WAGES & SA            | 110,000   | 110,000   | 84,887.30    | .00        | .00          | 25,112.70  | 77.2%     |     |
| 0017022 515200 PARTTIME WAGES & SA            | 105,000   | 105,000   | 69,365.13    | .00        | .00          | 35,634.87  | 66.1%     |     |
| 0017022 541000 PUBLIC UTILITIES               | 100,000   | 100,000   | 68,041.97    | .00        | 31,958.03    | .00        | 100.0%    |     |
| 0017022 541100 WATER & SEWER CHARG            | 55,000    | 55,000    | 95,128.12    | .00        | 1,471.88     | -41,600.00 | 175.6%*   |     |
| 0017022 542140 REFUSE                         | 15,000    | 15,000    | 4,061.31     | .00        | 2,297.49     | 8,641.20   | 42.4%     |     |
| 0017022 543000 REPAIRS & MAINTENAN            | 55,000    | 55,000    | 45,745.30    | .00        | 34,909.92    | -25,655.22 | 146.6%*   |     |
| 0017022 543100 MOTOR VEHICLE SERVI            | 11,000    | 11,000    | 9,162.04     | .00        | 2,158.74     | -320.78    | 102.9%*   |     |
| 0017022 561400 MAINT SUPPLIES & MA            | 100,000   | 100,000   | 48,695.12    | .00        | 46,688.23    | 4,616.65   | 95.4%     |     |
| 0017022 562100 HEATING OIL                    | 13,500    | 13,500    | 13,451.36    | .00        | 3,048.64     | -3,000.00  | 122.2%*   |     |
| 0017022 562200 NATURAL GAS                    | 950       | 950       | 2,861.12     | .00        | 1,088.88     | -3,000.00  | 415.8%*   |     |
| 0017022 562600 MOTOR FUELS                    | 37,000    | 37,000    | 13,747.40    | .00        | 392.58       | 22,860.02  | 38.2%     |     |
| 0017022 563000 MOTOR VEHICLE PARTS            | 25,000    | 25,000    | 28,934.74    | .00        | 4,524.73     | -8,459.47  | 133.8%*   |     |
| 0017022 563100 TIRES                          | 5,000     | 5,000     | 2,209.31     | .00        | 2,790.69     | .00        | 100.0%    |     |
| 0017022 570905 SMALL EQUIPMENT                | 10,000    | 10,000    | 1,813.24     | .00        | 5,000.00     | 3,186.76   | 68.1%     |     |
| 0017022 581120 CONFERENCES & MEMBE            | 5,500     | 5,500     | 8,077.08     | .00        | .00          | -2,577.08  | 146.9%*   |     |
| 0017022 581200 VANDALISM                      | 4,000     | 4,000     | 16,174.63    | .00        | 1,878.25     | -14,052.88 | 451.3%*   |     |
| TOTAL PARKS GROUNDS & FACILITIES              | 1,840,365 | 1,844,195 | 1,402,543.22 | .00        | 138,208.06   | 303,443.72 | 83.5%     |     |
| TOTAL GENERAL FUND                            | 1,840,365 | 1,844,195 | 1,402,543.22 | .00        | 138,208.06   | 303,443.72 | 83.5%     |     |
| TOTAL REVENUES                                | -58,000   | -58,000   | -55,925.77   | .00        | .00          | -2,074.23  |           |     |
| TOTAL EXPENSES                                | 1,898,365 | 1,902,195 | 1,458,468.99 | .00        | 138,208.06   | 305,517.95 |           |     |

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

|             | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD ACTUAL   | MTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USE/COL |
|-------------|--------------------|-------------------|--------------|------------|--------------|---------------------|----------------|
| GRAND TOTAL | 1,840,365          | 1,844,195         | 1,402,543.22 | .00        | 138,208.06   | 303,443.72          | 83.5%          |

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## YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

| ACCOUNTS FOR:                      | ORIGINAL | REVISED  |             |            |              |            | AVAILABLE | PCT |
|------------------------------------|----------|----------|-------------|------------|--------------|------------|-----------|-----|
| 001 GENERAL FUND                   | APPROP   | BUDGET   | YTD ACTUAL  | MTD ACTUAL | ENCUMBRANCES | BUDGET     | USE/COL   |     |
| <b>0017023 RECREATION</b>          |          |          |             |            |              |            |           |     |
| 0017023 450105 PROGRAM FEES        | -313,000 | -313,000 | -247,033.06 | .00        | .00          | -65,966.94 | 78.9%*    |     |
| 0017023 514000 REGULAR WAGES & SAL | 141,325  | 143,080  | 106,384.20  | .00        | .00          | 36,695.80  | 74.4%     |     |
| 0017023 515100 OVERTIME WAGES & SA | 500      | 500      | 883.12      | .00        | .00          | -383.12    | 176.6%*   |     |
| 0017023 515200 PARTTIME WAGES & SA | 371,000  | 371,000  | 271,160.07  | .00        | .00          | 99,839.93  | 73.1%     |     |
| 0017023 531000 PROFESSIONAL FEES & | 130,000  | 130,000  | 112,652.03  | .00        | 10,223.40    | 7,124.57   | 94.5%     |     |
| 0017023 561800 PROGRAM SUPPLIES    | 30,000   | 30,000   | 3,045.18    | .00        | 5,194.29     | 21,760.53  | 27.5%     |     |
| 0017023 581120 CONFERENCES & MEMBE | 3,000    | 3,000    | 2,438.94    | .00        | .00          | 561.06     | 81.3%     |     |
| TOTAL RECREATION                   | 362,825  | 364,580  | 249,530.48  | .00        | 15,417.69    | 99,631.83  | 72.7%     |     |
| TOTAL GENERAL FUND                 | 362,825  | 364,580  | 249,530.48  | .00        | 15,417.69    | 99,631.83  | 72.7%     |     |
| TOTAL REVENUES                     | -313,000 | -313,000 | -247,033.06 | .00        | .00          | -65,966.94 |           |     |
| TOTAL EXPENSES                     | 675,825  | 677,580  | 496,563.54  | .00        | 15,417.69    | 165,598.77 |           |     |

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

|             | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USE/COL |
|-------------|--------------------|-------------------|------------|------------|--------------|---------------------|----------------|
| GRAND TOTAL | 362,825            | 364,580           | 249,530.48 | .00        | 15,417.69    | 99,631.83           | 72.7%          |

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## YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

| ACCOUNTS FOR:                      | ORIGINAL | REVISED  |             |            |              | AVAILABLE  | PCT     |
|------------------------------------|----------|----------|-------------|------------|--------------|------------|---------|
| 001 GENERAL FUND                   | APPROP   | BUDGET   | YTD ACTUAL  | MTD ACTUAL | ENCUMBRANCES | BUDGET     | USE/COL |
| <b>0017024 AQUATICS</b>            |          |          |             |            |              |            |         |
| 0017024 450103 POOL CHARGES        | -245,000 | -245,000 | -193,440.05 | .00        | .00          | -51,559.95 | 79.0%*  |
| 0017024 514000 REGULAR WAGES & SAL | 224,080  | 228,720  | 169,849.44  | .00        | .00          | 58,870.56  | 74.3%   |
| 0017024 515100 OVERTIME WAGES & SA | 6,000    | 6,000    | 4,258.90    | .00        | .00          | 1,741.10   | 71.0%   |
| 0017024 515200 PARTTIME WAGES & SA | 550,000  | 550,000  | 423,851.59  | .00        | .00          | 126,148.41 | 77.1%   |
| 0017024 531000 PROFESSIONAL FEES & | 6,400    | 6,400    | 1,910.00    | .00        | 3,490.00     | 1,000.00   | 84.4%   |
| 0017024 541000 PUBLIC UTILITIES    | 30,000   | 30,000   | 19,658.11   | .00        | 10,341.89    | .00        | 100.0%  |
| 0017024 541100 WATER & SEWER CHARG | 20,000   | 20,000   | 19,453.70   | .00        | 546.30       | .00        | 100.0%  |
| 0017024 543000 REPAIRS & MAINTENAN | 30,000   | 30,000   | 19,504.40   | .00        | 6,920.38     | 3,575.22   | 88.1%   |
| 0017024 561400 MAINT SUPPLIES & MA | 33,500   | 33,500   | 33,801.30   | .00        | 12,627.99    | -12,929.29 | 138.6%* |
| 0017024 561800 PROGRAM SUPPLIES    | 15,000   | 15,000   | 7,954.21    | .00        | 6,958.49     | 87.30      | 99.4%   |
| 0017024 562100 HEATING OIL         | 4,660    | 4,660    | 4,515.52    | .00        | 1,144.48     | -1,000.00  | 121.5%* |
| 0017024 562200 NATURAL GAS         | 33,000   | 33,000   | 21,272.65   | .00        | 11,727.35    | .00        | 100.0%  |
| 0017024 581120 CONFERENCES & MEMBE | 3,000    | 3,000    | 707.00      | .00        | .00          | 2,293.00   | 23.6%   |
| TOTAL AQUATICS                     | 710,640  | 715,280  | 533,296.77  | .00        | 53,756.88    | 128,226.35 | 82.1%   |
| TOTAL GENERAL FUND                 | 710,640  | 715,280  | 533,296.77  | .00        | 53,756.88    | 128,226.35 | 82.1%   |
| TOTAL REVENUES                     | -245,000 | -245,000 | -193,440.05 | .00        | .00          | -51,559.95 |         |
| TOTAL EXPENSES                     | 955,640  | 960,280  | 726,736.82  | .00        | 53,756.88    | 179,786.30 |         |

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

|             | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USE/COL |
|-------------|--------------------|-------------------|------------|------------|--------------|---------------------|----------------|
| GRAND TOTAL | 710,640            | 715,280           | 533,296.77 | .00        | 53,756.88    | 128,226.35          | 82.1%          |

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## YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

| ACCOUNTS FOR:                           |                               |                     | ORIGINAL | REVISED |            |            |              | AVAILABLE  | PCT     |
|-----------------------------------------|-------------------------------|---------------------|----------|---------|------------|------------|--------------|------------|---------|
| 132                                     | PINE LAKE ADVENTURE PARK FUND |                     | APPROP   | BUDGET  | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | BUDGET     | USE/COL |
| <b>1321032 PINE LAKE ADVENTURE PARK</b> |                               |                     |          |         |            |            |              |            |         |
| 1321032                                 | 422004                        | CHALLENGE COURSE FE | -60,000  | -60,000 | -5,916.33  | .00        | .00          | -54,083.67 | 9.9%*   |
| 1321032                                 | 460000                        | INTEREST INCOME     | 0        | 0       | -496.28    | .00        | .00          | 496.28     | 100.0%  |
| 1321032                                 | 515300                        | SEASONAL WAGES      | 43,900   | 43,900  | 3,067.50   | .00        | .00          | 40,832.50  | 7.0%    |
| 1321032                                 | 531000                        | PROFESSIONAL FEES & | 12,800   | 12,800  | 2,681.89   | .00        | 1,513.95     | 8,604.16   | 32.8%   |
| 1321032                                 | 557700                        | ADVERTISING         | 1,200    | 1,200   | 23.40      | .00        | .00          | 1,176.60   | 2.0%    |
| 1321032                                 | 561400                        | MAINT SUPPLIES & MA | 1,100    | 1,100   | .00        | .00        | .00          | 1,100.00   | .0%     |
| 1321032                                 | 561800                        | PROGRAM SUPPLIES    | 1,000    | 1,000   | .00        | .00        | .00          | 1,000.00   | .0%     |
| TOTAL PINE LAKE ADVENTURE PARK          |                               |                     | 0        | 0       | -639.82    | .00        | 1,513.95     | -874.13    | 100.0%  |
| TOTAL PINE LAKE ADVENTURE PARK FU       |                               |                     | 0        | 0       | -639.82    | .00        | 1,513.95     | -874.13    | 100.0%  |
| TOTAL REVENUES                          |                               |                     | -60,000  | -60,000 | -6,412.61  | .00        | .00          | -53,587.39 |         |
| TOTAL EXPENSES                          |                               |                     | 60,000   | 60,000  | 5,772.79   | .00        | 1,513.95     | 52,713.26  |         |

YEAR-TO-DATE BUDGET REPORT

FOR 2026 13

|             | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD ACTUAL | MTD ACTUAL | ENCUMBRANCES | AVAILABLE<br>BUDGET | PCT<br>USE/COL |
|-------------|--------------------|-------------------|------------|------------|--------------|---------------------|----------------|
| GRAND TOTAL | 0                  | 0                 | -639.82    | .00        | 1,513.95     | -874.13             | 100.0%         |

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# Executive Summary

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## Executive Summary

As of December 31, 2025

| Portfolio Name                    | 2025 return (%)* | Yield (%)     | AuM (12.31.25)         | 2025 Income Generated | Quarterly Distributions to City of Bristol | MRD Payment for 2024 | Deficiency Payment for Tax Year ending 6.30.24 | Total Distributions paid in 2025 |
|-----------------------------------|------------------|---------------|------------------------|-----------------------|--------------------------------------------|----------------------|------------------------------------------------|----------------------------------|
| PAGE DEWITT PARK TRUST U/A        | 16.26            | 1.96          | \$5,199,082.00         | \$132,768.00          | \$206,686.14                               | -                    | \$95,796.00                                    | \$302,482.14                     |
| PAGE MAY ROCKWELL TR U/W TR A     | 16.25            | 1.93          | \$4,697,343.00         | \$121,539.00          | \$180,382.68                               | -                    | \$214,218.00                                   | \$394,600.68                     |
| PAGE MAY ROCKWELL TR U/W TR B     | 16.04            | 2.02          | \$438,523.00           | \$11,117.00           | -                                          | -                    | -                                              | -                                |
| ROCKWELL NETTIE UW FBO PLAYGROUND | 16.31            | 1.97          | \$2,075,578.00         | \$53,054.00           | \$65,803.75                                | \$15,920.00          | -                                              | \$81,723.75                      |
| PAGE MAY ROCKWELL F/ ROCKWELL PK  | 16.29            | 1.96          | \$983,714.00           | \$24,893.00           | \$30,968.24                                | -                    | -                                              | \$30,968.24                      |
| PECK CONSTANT FOR PECK PARK       | 16.35            | 1.96          | \$480,361.00           | \$12,147.00           | \$15,898.60                                | -                    | -                                              | \$15,898.60                      |
| ROCKWELL N E UW FBO MEM BLVD      | 16.17            | 1.97          | \$582,742.00           | \$14,891.00           | \$18,494.50                                | \$3,470.00           | -                                              | \$21,964.50                      |
| ROCKWELL NETTIE UW PARA 33 A      | 16.24            | 1.94          | \$1,021,288.00         | \$20,915.90           | \$32,856.54                                | \$21,482.00          | -                                              | \$54,338.54                      |
| <b>totals</b>                     | <b>16.26**</b>   | <b>1.95**</b> | <b>\$15,478,631.00</b> | <b>\$391,324.90</b>   | <b>\$551,090.45</b>                        | <b>\$40,872.00</b>   | <b>\$310,014.00</b>                            | <b>\$901,976.45</b>              |

Balanced Appreciation benchmark returns - 2025: 17.46%

CPI+5% returns - 2025: 7.36%

**2025 recap:** Markets ended 2025 in the green on the back of Fed policy cuts, resilient economic growth and increased fiscal policy spending visive One Big Beautiful Bill (OBBA) and continued outlays approved by Congress. **YTD '25;** International Developed equities, Emerging Market equities, US Value (Large, Mid & Small Cap), US Large Cap Core added to performance. Our fixed income managers performed in line with our benchmarks and expectations. The underperformance over the year was driven by our US Large Cap Growth, US Mid cap Core & Growth, US Small Cap Core & Growth managers underperforming relative to their benchmarks.

#### The Outlook

Throughout 2025, we have maintained a balanced portfolio strategy through the year with the view both stocks and bonds would ultimately provide attractive risk-adjusted returns on a combined basis in a grind-it out type of environment. The Fed cut policy rates 3 times (75bps) to normalize its policy regime around 3.5-3.75%. Consumer spending showed signs of softening within the lower & middle income cohorts, while high income consumers maintained their spending levels throughout the year. Corporate earnings through the year were double-digits. The Trump admin's "Liberation Day" tariff announcements injected uncertainty into markets, causing a drawdown in equities which we saw comeback through the year, as investors re-rated risk assets and absorbed the new tariff policies. The US dollar reached cyclical lows, which was a benefit to international markets as they outperformed US markets through 2025.

Our base case outlook for 2026 rests on four primary catalysts. **First**, we expect above average capital spending to continue as companies invest in digital infrastructure, power generation, data centers and efficiency enhancing technologies. **Second**, we anticipate double digit earnings growth for the S&P 500, supported by revenue growth, operating leverage and improved productivity. **Third**, meaningful productivity gains—particularly related to AI adoption and automation—should help support margins and extend the profit cycle. **Finally**, resilient consumer spending, led by higher income cohorts, should continue to provide a stable foundation for economic growth. Additional support is expected from improving business activity and deal flow, fiscal stimulus, a lower interest rate structure, and potential deregulation. Taken together, these forces should contribute to broader market participation, a more diversified mix of sector leadership, and renewed strength in Emerging Markets.

**International Perspective:** We expect European markets to benefit from a major potential fiscal expansion driven by infrastructure and defense spending. However, European markets remain among the least exposed globally to IT and related market segments and are therefore likely to experience limited gains on a relative basis from increased AI infrastructure spending and adoption. Manufacturing-led EU economies nonetheless remain at risk from U.S. import tariffs and growing competition from China in key industries. In the UK, higher business taxes from the government budget also represent a headwind for the corporate sector. We are slightly overweight Japan Equities. Higher bond yields and the potential for faster interest rate hikes could represent a headwind for Japan but sustained positive inflation and corporate reforms remain fundamental supports

China's economy may remain constrained due to structural headwinds from the RE space as well as weak household balance sheets and spending. Stronger domestic demand in the broader Asia-Pacific region should help to offset any external weakness from China. Central and Eastern European markets stand as potential winners from EU outlays in terms of defense and infrastructure spending. Market direction in Latin America, the Middle East and Africa should remain broadly tied to the direction of natural resource prices, with the recent strength in metals prices representing a tailwind to mining-exposed resource producers.

We expect volatility to remain elevated through the year due to the Trump admin continuing to pursue tariffs against other countries continue. In addition, 2026 being an election year, the potential for policy change introduces uncertainty.

Our base case, remains expansion in the USA, with now some potential green shoots coming out of the EU, Japan and China.

Thus, we remain constructive on US equities vs non-US equities and view times of market pullback as rebalance opportunities. We are slightly overweight Emerging Market equities and are now slightly underweight on International Developed equities. Within fixed income, we are underweight Investment Grade USA Bonds, International Bonds, and High Yield. Our duration position is to remain neutral towards the benchmark, which is around 6years.



## Strategic Work Plan for 2026

**Strategic Activities Overview:** The following strategic activities were prioritized for 2026 as a result of Board and staff consensus following a review of the strategic plan baseline data gathered in 2025. The following table represents a high-level overview of the activities, where the work will live and which staff member leads the work.

| Strategic Activities for 2026                                                                                                                                                                                         | Work Group                                                  | Staff Lead                                                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|-------------------------------------------------------------------------|
| <i>Objective 4.3:</i> Advance the development of the 501c3 Park Foundation or Friends of BPRYCS <i>Step 2: Defining the Foundation/Scope Step 3: Recruitment of Founders</i>                                          | Fund Development Committee:<br>Board of Park Commissioners  | Community Engagement<br>Coordinator Erica Ussery                        |
| <i>Objective 3.1:</i> Align BPRYCS programs with the 7-Dimensions of Wellbeing. Step 1: Internal Adoption, Step 2: External Campaign promoting the benefits and impact                                                | 7- Dimensions of Wellbeing<br>Programming Committee         | Superintendent Medeiros &<br>Recreation Supervisor Amry<br>Shelby       |
| <i>Objective 2.2:</i> Step 1: Conduct ADA Audit & develop design standards for recreation amenities. Step 2: Public presentation & align priorities in CIP                                                            | N/A                                                         | Superintendent Medeiros                                                 |
| <i>Objective 2.3:</i> Standardize and document our community engagement processes which include methods for engaging underrepresented voices                                                                          | N/A                                                         | Community Engagement<br>Coordinator Erica Ussery                        |
| <i>Objective 1.3:</i> Create and adopt more policies that advance us closer to CAPRA Accreditation ( <i>Goal: 20 new policies for 2026</i> )                                                                          | Policy & Strategy Committee:<br>Board of Park Commissioners | Deputy Superintendent Sarah<br>Larson                                   |
| <i>Objective 1.1:</i> Develop and implement an Orientation Program customized for each full-time position <i>Step 1: Development of the program Step 2: Creating On-Boarding Documents &amp; Training Supervisors</i> | Learning & Staff Development<br>Committee                   | YCS Supervisor Stephen Bynum &<br>Deputy Superintendent Sarah<br>Larson |
| <i>Objective 1.2:</i> Develop and adopt a vetted action plan that improves public perception of park safety <i>Step 1: Development of the plan Step 2: Align resources and implement the plan</i>                     | Park Safety Taskforce                                       | Superintendent Medeiros                                                 |
| <i>Objective 1.2:</i> Establish and execute a plan for increasing public awareness of littering                                                                                                                       | Public Awareness on Littering<br>Taskforce                  | Community Engagement<br>Coordinator Erica Ussery                        |

## 2026 Strategic Engagement Overview

| Committee/Work Group Name                              | Meeting Schedule                                                                                                                                                                                                                      | Meeting Agendas                                                                                                                                   | Work Product Goal                                                                                                                                                      | Status Update                                                                                                                                                                                                                                                        |
|--------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Fund Development Committee (Parks Board)</b>        | <ul style="list-style-type: none"> <li><del>1/21/26 @5pm</del></li> <li><del>3/18/26 @5pm</del></li> <li>5/20/26 @5pm</li> <li>7/15/26 @5pm</li> <li>9/16/26 @5pm</li> <li>11/18/26 @5pm</li> </ul>                                   | To advance Phase 2- Defining the Foundation/Scope of the 501c3                                                                                    | End 2026 with all foundational documents established in order to start strategic recruitment of founding board members in 2027                                         | March meeting was also cancelled due to commission changes on Parks Board. After some review, we are expecting to pick-up the schedule with a 5/20 meeting once the subcommittees are re-established.                                                                |
| <b>ADA Audit</b>                                       | <ul style="list-style-type: none"> <li><del>6/17/26 (Board of Park Commissioner Presentation)*</del></li> </ul> <p>**Revised target date for end of 2026**</p>                                                                        | Hire a firm to assist with ADA Audit and inclusion design standards.                                                                              | Present findings of the ADA Audit and inclusion standards to the Board of Park Commissioners in June 2026. Include priorities in the FY 27/28 Capital Improvement Plan | Contract award to WT Group was made. The work is expected to commence later this spring and updates will be included as part of the monthly Project Updates.                                                                                                         |
| <b>Community Engagement Process</b>                    | <ul style="list-style-type: none"> <li><del>1/14/26 @10am (Brainstorm session)</del></li> <li><del>3/11/26 @10am (Review draft process)</del></li> <li><del>4/15/26 @ 6pm (Board of Park Commissioners Presentation)</del></li> </ul> | To produce a policy that standardizes and documents our community engagement processes which include methods for engaging underrepresented voices | Completed Community Engagement Process presented to Policy & Strategy Committee and adopted by Parks Board in April 2026.                                              | The policy is close to being completed and is expected to be presented to Parks Board in May.                                                                                                                                                                        |
| <b>7-Dimensions of Wellbeing Programming Committee</b> | <ul style="list-style-type: none"> <li><del>11/17/25 @ 10am (Finalize benefits/dimensions &amp; survey questions)</del></li> <li><del>1/12/26 @10am (Survey launch, budget input &amp;</del></li> </ul>                               | To advance the full alignment of the 7-dimensions of wellbeing framework, collect benefits-based data and produce a public                        | <p><b>Part 1:</b> Present internal work at the April All-Staff Meeting</p> <p><b>Part 2:</b> Launch a public facing campaign to communicate impact in 2027</p>         | Programming surveys have been updated and aligned with the 7-dimension benefits-based framework. Data collection is underway and staff met on 3/16 to review preliminary data and discuss next steps for presenting the work to date at our April All-Staff Meeting. |

|                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                |                                                                                                                     |                                                                                                                                                                                                               |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                      | <p>response rate strategy)</p> <ul style="list-style-type: none"> <li>• <del>3/16/26 @10am</del> (program cost analysis by dimension, presentation planning)</li> <li>• 4/29/26 @10am (All-Staff Meeting Presentation)</li> <li>• 9/2/26 @10am (integration into website and brainstorm public campaign)</li> <li>• 10/7/26 @10am (preliminary review of data, determine which data to uplift, schedule meetings and timeline for 2027)</li> </ul> | <p>facing campaign to communicate impact.</p>                                                                                                  |                                                                                                                     |                                                                                                                                                                                                               |
| <b>Policy &amp; Strategy Committee (Parks Board)</b> | <ul style="list-style-type: none"> <li>• <del>2/18/26 @5pm</del></li> <li>• <del>4/15/26 @5pm</del></li> <li>• 6/17/26 @5pm</li> <li>• 8/19/26 @5pm</li> <li>• 10/21/26 @5pm</li> </ul>                                                                                                                                                                                                                                                            | <p>To present policy recommendations for commissioner input in order to advance the work of CAPRA and strengthen the department operations</p> | <p>20 New CAPRA Policies approved and filed within the BPRYCS Policy Manual adopted in November 2026</p>            | <p>New policies submitted to full board for April. With subcommittees reestablished we will have policies vetted by subcommittees starting in June.</p>                                                       |
| <b>Learning &amp; Staff Development</b>              | <ul style="list-style-type: none"> <li>• <del>1/26/26 @11am</del> (Review work progress on orientation materials)</li> </ul>                                                                                                                                                                                                                                                                                                                       | <p>To develop the orientation program for all full-time</p>                                                                                    | <p>Present Orientation Program at the April All-Staff Meeting. Present the supporting on-boarding materials and</p> | <p>The Learning &amp; Staff Development Team hosted an activity to review draft orientation checklists at our All-Staff Meeting on 2/18. Every member of the department was able to review their proposed</p> |

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                             |                                                                                                                                                         |                                                                                                                                                                                                                                         |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <ul style="list-style-type: none"> <li>• <del>2/18/26 @4pm (All-Staff Meeting Brainstorm on general job functions and special job-specific orientation)</del></li> <li>• <del>3/16/26 @ 4pm (Review draft orientation plan)</del></li> <li>• 4/29/26 @10am (All-Staff Meeting Presentation)</li> <li>• 5/11/26 @4pm (Begin developing on-boarding materials and training program)</li> <li>• 6/8/26 @4pm (Continue developing on-boarding materials and training program)</li> <li>• 7/6/26 @4pm (Continue developing on-boarding materials and training program)</li> <li>• 8/10/26 @4pm (Finalize on-boarding materials and training program)</li> <li>• 9/16/26 @10am (All-Staff Meeting Presentation of On-Boarding Materials and Orientation Training Program)</li> </ul> | positions in the department | training program at the September All-Staff Meeting. Implement the new program in January 2027 moving forward for any new hires and/or staff promotions | orientation check-list and provide comments into the program. The committee met 3/16 to review staff feedback and make modifications to the orientation check-lists. A presentation is being developed for the April All-Staff Meeting. |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                              |                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Park Safety Taskforce</b>                   | <ul style="list-style-type: none"> <li>• <del>1/15/26 @ 9:15am (Brainstorm Park safety strategy with all staff at Mrs. Rockwell Pavilion)</del></li> <li>• <del>2/18/26 @ 5pm (Policy &amp; Strategy Committee Parks Board Brainstorm)</del></li> <li>• <del>3/18/26 @ 6pm (Heatmapping/Priority Exercise with Parks Board)</del></li> <li>• <del>3/19/26 @ 9:15am (Heatmapping/Priority Exercise with all staff)</del></li> <li>• <del>4/15/26 @ 6pm (Board of Park Commissioners Presentation of Priority Ideas)</del></li> <li>• 4/29/26 @ 10am (All-Staff Meeting Presentation)</li> <li>• Determine future meetings if needed- depending on identified strategies</li> </ul> | <p>To brainstorm strategies that will improve park safety and develop a plan for resources needed</p>                        | <p>Present and get endorsement on the safety improvement plan at the Board of Park Commissioners April 2026 Meeting. Determine required resources/next steps i.e., budget requests</p> | <p>Staff met and engaged in a brainstorming session on 1/15. Commissioners brainstormed on 2/18. Heat mapping exercises were held on 3/18 with Parks board and 3/19 with All-Staff. The top ideas are presented to Parks Board for final endorsement on 4/15 and to All-Staff on 4/29.</p>            |
| <b>Public Awareness on Littering Taskforce</b> | <ul style="list-style-type: none"> <li>• <del>1/8/26 @ 9:15am (Brainstorm campaign ideas)</del></li> <li>• <del>2/18/26 @ 5pm (Policy &amp; Strategy)</del></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <p>To brainstorm and implement public facing campaign that results in shifting park user behaviors and increase pride in</p> | <p>Present and receive endorsement on the campaign at the Board of Park Commissioners at the April 2026 Meeting. Launch public facing campaign for public</p>                          | <p>Staff met and engaged in a brainstorming session on 1/8. Commissioners brainstormed on 2/18. Heat mapping exercises were held on 3/18 with Parks board and 3/19 with All-Staff. The top ideas were vetted and presented to Parks Board for final endorsement on 4/15 and to All-Staff on 4/29.</p> |

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                            |                                                       |  |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-------------------------------------------------------|--|
|  | <p><del>Committee-Parks Board Brainstorm)</del></p> <ul style="list-style-type: none"> <li><del>3/18/26 @6pm</del><br/>(Heatmapping/Priority Exercise with Parks Board)</li> <li><del>3/19/26 @9:15am</del><br/>(Heatmapping/Priority Exercise with all staff)</li> <li><del>4/15/26 @6pm</del><br/>(Board of Park Commissioners Presentation)</li> <li>4/29/26 @ 10am (All-Staff Meeting Presentation)</li> <li>Campaign launched in May 2026</li> </ul> | the parks in an effort to reduce littering | awareness on littering in May 2026 in time for summer |  |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|-------------------------------------------------------|--|

## Joshua Medeiros

---

**From:** Joshua Medeiros  
**Sent:** Wednesday, March 25, 2026 4:49 PM  
**To:** 'Scott Lodge'  
**Subject:** RE: Bristol Little League Peck Park Improvements  
**Attachments:** Outdoor Lighting Bristol City Ordinance.pdf

Lighting ordinance

-----Original Message-----

From: Scott Lodge <lodge71@gmail.com>  
Sent: Thursday, March 12, 2026 11:51 AM  
To: Joshua Medeiros <JoshMedeiros@bristolct.gov>  
Subject: Bristol Little League Peck Park Improvements

Good morning,

I hope this email finds you well. I wanted to inform you about a few projects we are undertaking at Peck Park, including our fields and facilities.

Currently, we are working on replacing the siding of the field house because it's curling, and we risk water damage if we don't act promptly. This issue has already caused one of our signs to fall from the building. We have secured the necessary funding to make this installation possible.

Additionally, we are pursuing a comprehensive renovation of Watson Field, which is adjacent to the field house. Due to the excessive rainfall over the past years, the field has sunk, making it unusable even for light rain. To date, we have received donations totaling \$25,000 for this project. Our goal is to commence renovations in the fall.

I have attached invoices for both projects. We are also seeking grants to epoxy the floors in our bathroom and concession stand to comply with the board of health regulations. Further grants will be allocated for new foul poles at Watson Field and the field near the tennis and pickleball courts, as well as the purchase and installation of a storage shed at the field near the tennis and pickleball courts.

Additionally, we would like to explore a few other improvements and would appreciate the opportunity to discuss them with you and/or the Parks Commission. One particularly beneficial proposal is to acquire the Baseball and Softball fields at Greene-Hills School at the end of the school year. We envision transforming them into little league fields and potentially a multi-age use baseball field.

Another area of concern is the drainage at Peck Park. Over the years, the culvert has become quite clogged, resulting in a flat and ineffective drainage system that fails to adequately remove water from the playing surfaces. Fortunately, we have a company willing to donate their expertise in this matter if the necessary approvals are granted.

Lastly, we would like to address the parking situation at the park. To alleviate the parking woes, particularly for our elderly members and those who require special assistance, we propose creating additional inside parking. This solution would not only provide much-needed parking but also reduce the congestion on Daley and the surrounding streets, addressing neighborhood concerns. Ideally, we would locate the new parking area near the playscape, which would benefit the public who use that area as well as the tennis and pickleball courts.

I would also like to discuss our lease terms at Peck and McCabe-Waters to see if we are able to pursue a longer tenure between re-application.

We are eager to discuss these proposals at your convenience.

Thank you,  
Scott

# City of Bristol



## Zoning Regulations

**Effective Date: December 15, 2025**

**With Amendments Through: December 15, 2025**

Date of Initial Adoption of Zoning: March 17, 1931

**11.1.5 Modifications of Landscaping**

Where existing topography and/or existing vegetation provides adequate landscaping, ground cover, screening and/or buffers, the Commission may modify the landscaping requirements of this Section.

**11.1.6 Maintenance of Landscaping**

- A. All landscaping shall be maintained in a healthy growing condition in accordance with acceptable horticultural practices. Landscaping which dies or becomes unhealthy because of accidents, drainage problems, disease or other causes shall be replaced with appropriate new landscaping during the following planting season.
- B. All landscaping shall be controlled by pruning, trimming or other suitable methods so as not to interfere with public utilities, restrict vehicular or pedestrian access or otherwise constitute a traffic hazard.
- C. All landscaped areas shall be maintained in a relatively weed-free condition and kept clear of undergrowth.
- D. Required fences or walls shall be maintained in good condition.

**11.2 Outdoor Lighting**

These lighting regulations are applicable to outdoor lighting of all properties in all zones unless otherwise stated below. The purpose is to reduce light pollution, minimize glare and sky glow, limit light trespass onto neighboring properties, and ensure sufficient illumination for safety and security.

**11.2.1 Definitions**

- A. ANSI/IES: Lighting standards published by the Illuminating Engineering Society and approved by the American National Standards Institute.
- B. Correlated Color Temperature (CCT): A measure of the color appearance of light, expressed in Kelvin (K).
- C. Fully Shielded: A luminaire constructed so that no light is emitted above a horizontal plane drawn through the lowest light-emitting part.
- D. Light Source: The LED, lamp, bulb or other element from which the light is directly emitted.
- E. Light Trespass: Light emitted by a luminaire that shines beyond the property line onto adjacent properties or the public right-of-way.
- F. Luminaire: A complete lighting unit, including the lamp (bulb), fixture, and related components.
- G. Maximum-to-Minimum Uniformity Ratio: The ratio of the brightest illumination level to the darkest illumination level within a given area

**11.2.2 Exempt Lighting***Not exempt*

- A. Luminaires that emit 850 lumens or less, except as prohibited by Section 11.2.3 below.
- B. Critical lighting used by the Police Department, Fire Department, or Emergency Services.
- C. State or City roadway lighting.
- D. Temporary lighting authorized by a special event permit for a fair, carnival or similar function.
- E. Temporary holiday lighting provided it is not used for more than 60 days in a 12-month period.
- F. Flagpole lighting, provided all luminaires are shielded so that the light source is not visible from the property line and the CCT does not exceed 2,700K.
- G. Internally lit signs as permitted by Section 14.

**11.2.3 Prohibited Lighting**

In addition to lighting types prohibited elsewhere in these regulations, the following outdoor lighting shall be prohibited in all zones:

## Section 11. Landscaping and Site Features

- A. Luminous tube lights or strips of light intended to outline or highlight a structure, whether composed of linear light tubes or a sequence of individual illumination sources.
- B. Light sources that strobe, oscillate, or vary in intensity or color as perceptible to the human eye including such lights placed on the inside of windows and directed to the outside.
- C. Lasers.
- D. Illumination of entire building facades. Facade illumination shall be limited to security lighting or lighting of specific architectural features.

### 11.2.4 Lighting for Residential Uses

Any outdoor light source for a residential use that emits more than 1,600 lumens shall be fully shielded and positioned so that the light source is not directly visible at a height of 5 feet above ground from any residence on another property.

### 11.2.5 Lighting of Common Areas

Driveways, parking lots, loading areas, sidewalks, plazas, and other common areas used by vehicles or pedestrians on properties subject to Site Plan or Special Permit approval shall be illuminated in accordance with the following:

- A. The average horizontal maintained illumination shall be no less than one footcandle.
- B. With the exception of gas station canopies, loading areas, and primary building entrances, the average horizontal maintained illumination shall not exceed 3 footcandles, unless otherwise required for safety, security, or operational needs.
- C. The maximum height of the light source shall be 30 feet measured from the surface of the ground. The use of luminaires mounted at lower heights is strongly encouraged.
- D. For parking lots with more than 20 parking spaces, the maximum-to-minimum uniformity ratio shall not exceed 10:1.

### 11.2.6 Lighting Standards

The following shall be applicable to all uses across all zones subject to a Site Plan or Special Permit approval except for athletic field or activity area lighting that complies with Section 11.2.7:

- A. Illumination Level: Lighting shall provide the lowest level of illumination necessary for safety and intended use as specified by ANSI/IES except as otherwise specified by this Section 11.2. No lighting installation shall exceed the ANSI/IES recommended levels for the specified use.
- B. Light Trespass: Luminaires shall be located, aimed, and optically cutoff so that the light source is not directly visible from an adjacent property or the public right-of-way as measured at a height of 5 feet above ground.
- C. Glare and Sky Glow: Unless otherwise specified, luminaires shall be fully shielded and emit no more than 5% of their total lumen output above 80 degrees as measured from perpendicular to the ground.
- D. Correlated Color Temperature: All light sources shall have a CCT of 3,000K or less.
- E. Lighting Control: All outdoor lighting shall be enabled to be controlled by automatic timers and/or motion sensors. Except where there is a need to maintain lighting levels due to safety, security, or overnight hours of operation, all outdoor lighting shall be:
  - 1. Turned off after 11:00 p.m. and during daylight conditions, and/or
  - 2. Turned off or reduced to 25% of the full illumination level after 15 minutes of no activity.

### 11.2.7 Athletic Field or Activity Area Lighting

The following shall apply to outdoor athletic fields or other special outdoor activity areas such as sports courts that are subject to a Site Plan or Special Permit approval:

- A. The luminaires shall include internal or external shielding to minimize uplighting and light trespass.

## Section 11. Landscaping and Site Features

- B. Field or surface lighting shall be provided exclusively for the illumination of the surface of play and viewing stands and not for other applications.
- C. The design and installation of lighting shall follow the illuminance and uniformity guidelines of the Illuminating Engineering Society for the appropriate class of play.
- D. At least 85% of lumens shall be confined to within 60 feet or one pole height, whichever is greater, of the activity surface.
- E. The CCT of the lighting shall not exceed 4,200K.
- F. When the field or surface is used for purposes other than practice or play, lighting shall not exceed 25% of full output. After practice or play, illumination shall be reduced to 25% of full output within one hour and turned off completely within two hours.

### 11.2.8 Enforcement

- A. The Zoning Enforcement Officer may inspect any outdoor lighting installation for compliance with this section at any time.
- B. Upon notice of violation of the regulations of this Section 11.2, the responsible party shall correct the violation and provide a written statement to the Zoning Enforcement Officer as to how the violation was corrected within 30 days.
- C. If such statement is not received and/or corrective action is not sufficiently taken within 30 days, the Zoning Enforcement Officer may require a photometric survey and impose additional penalties as authorized by Section 8-12 of the Connecticut General Statutes.

## 11.3 Fences

No fence, wall, or other structure in the nature of a fence shall be constructed, installed or maintained except in accordance with the following provisions:

### 11.3.1 Fences in Residential Zones

- A. Fences, walls, or other structures in the nature of a fence located within the required front yard shall have a maximum height of 4.5 feet and shall be at least 50% open, except that chain link fences shall not be allowed in any required front yard.
- B. Fences, walls, or other structures in the nature of a fence located within the front yard (but outside of the required front yard), within a side yard, or within the rear yard shall have a maximum height of 6.5 feet.
- C. Support posts or columns shall be no taller than one foot above the highest part of the fence itself. Pedestrian gates, arbors, and similar structures used as entryway features shall have a maximum height of 8 feet.

### 11.3.2 Fences in Business and Industrial Zones

- A. Fences, walls, or other structures in the nature of a fence located within the required front yard shall have a maximum height of 6.5 feet.
- B. Fences, walls, or other structures in the nature of a fence located within the front yard (but outside of the required front yard), within a side yard, or within the rear yard shall have a maximum height of 10 feet.

### 11.3.3 Fences Around Recreation Facilities

On the grounds of a school or on the grounds of a public or private recreation facility, an open fence erected to enclose a playground, playfield, swimming pool, tennis court, golf course, or similar facility may exceed the otherwise applicable height limits but shall not exceed 12 feet in height.

### 11.3.4 Temporary Construction Fences

Notwithstanding the provisions of this Section, a temporary fence shall be permitted in any zoning district to enclose a site at which construction activity is underway. Such fence shall be in place only for the duration of

## ESTIMATE

**CORNERSTONE ELECTRICAL  
SERVICES, LLC**  
394 Riverside Ave  
Bristol, CT 06010

info@cesct.biz  
+1 (860) 325-0179  
www.cornerstoneelectricalservices.c  
om



### Little League Eastern Region:Bristol Little League-Watson Field-Field Lighting

#### Bill to

Little League Eastern Region  
Daley Street  
Bristol, CT 06010

#### Ship to

Little League Eastern Region  
Daley Street  
Bristol, CT 06010

#### Estimate details

Estimate no.: 2689

Estimate date: 12/18/2025

RE:: Watson Field-Field lighting

| #  | Product or service     | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Qty | Rate        | Amount      |
|----|------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-------------|-------------|
| 1. | <b>Electrical work</b> | <p>Furnish and install the following:</p> <p>(4) 50' light poles and (8) high output LED lights with an output of 600,000 lumens per light pole.</p> <p>The pole lights shall be installed in the following locations:</p> <p>(1) pole light will be installed outside of the field in the mid way of the 1st base line.</p> <p>(1) pole light will be installed outside of the field in the mid way of the 3rd base line.</p> <p>(1) pole light will be installed outside of the field adjacent to the right field foul pole.</p> <p>(1) pole light will be installed outside of the field adjacent to the left field foul pole.</p> <p>2" PVC conduit will be installed from the electrical panel in the concession stand around the field to feed each pole light.</p> <p>(3) #8 copper conductors will be installed in the conduit to feed each light pole. (4) 240 volt 30 amp circuits will be installed to feed each light pole.</p> <p>(4) 2 pole 30 amp breakers will be installed in the main electrical panel.</p> | 1   | \$82,000.00 | \$82,000.00 |

Perform all proper terminations and install properly sized breaker in the main electrical panel.

(1) 18" deep trench X 800' will be dug around the field to interconnect each light pole so the conduit will be installed. Trench will be backfilled after the conduit is installed.

(4) inground boxes at each pole to perform the splices to feed each pole.

(1) 8 pole contactor will be installed to control the field lights. (1) switch will be installed adjacent to the entry door turn the field lighting on and off.

After we are completed with the project we will test all components for proper operation.

(This line item is for labor only)

|    |                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |      |             |             |
|----|----------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------------|-------------|
| 2. | <b>Material - Devices, Fixtures, And Equipment</b> | Lighting is designed for a 200' radius baseball fields, this LED lighting kit provides complete coverage of the field with half the wattage of typical setups. The fixtures are designed for mounting at 50-60 feet. This lighting package is built for a four-pole setup. All components and brackets to mount the light heads to the light pole are included<br>Poles and brackets not included in this cost.<br>(8) light heads will be installed on each pole.<br>Package Includes<br>(24) – 600W LED Stadium Lights | 1    | \$60,791.00 | \$60,791.00 |
| 3. | <b>Material - Devices, Fixtures, And Equipment</b> | Round tapered pole supports light fixtures and other mounted equipment with durable carbon steel. The shaft narrows as it travels upwards toward the fixture, making it ideal for high wind zone areas. The pole includes anchor bolts and a base cover. The pole is 50' tall.                                                                                                                                                                                                                                           | 4    | \$8,677.91  | \$34,711.64 |
| 4. | <b>Material - Wire, boxes, etc.</b>                | #6 THHN Copper conductor per foot                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 4200 | \$2.11      | \$8,862.00  |
| 5. | <b>Material - Wire, boxes, etc.</b>                | 2" conduit, inground junction boxes, breakers, mics fitting                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 1    | \$4,900.00  | \$4,900.00  |
| 6. | <b>Material - Devices, Fixtures, And Equipment</b> | 8 pole lighting contactor with a 120 volt coil with NEMA 3R enclosure. Integrated power management and surge protection.                                                                                                                                                                                                                                                                                                                                                                                                 | 1    | \$1,789.50  | \$1,789.50  |
| 7. | <b>Equipment Rental</b>                            | Crane rental for 8 hours per hour to install the poles on the concrete bases.                                                                                                                                                                                                                                                                                                                                                                                                                                            | 8    | \$300.00    | \$2,400.00  |
| 8. | <b>Labor Hours</b>                                 | Landscape contractor to dig trench, backfill, and concrete work for pole bases. CBYD will be contacted prior to digging.                                                                                                                                                                                                                                                                                                                                                                                                 | 1    | \$12,000.00 | \$12,000.00 |

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Total

\$207,454.14

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Accepted date

Accepted by

# PROPOSAL

**R&R Roofing LLC**

**PO Box 6444**

**Wolcott, CT 06716**

**(203)879-2822- office (855) 216-8732 - fax**

**Randroofingllc@yahoo.com**

Page# 1 of 1

**HIC # 0648272**

|                                                                                                                   |                                                                                         |
|-------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Proposal Submitted To: Watson Field Clubhouse<br>101 Daley St<br>Forestville, CT<br>Phone #: 860-906-6736 - Kevin | Job Name: Watson Field Clubhouse<br>101 Daley St<br>Forestville, CT<br>Date: 12-09-2025 |
|-------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|

**We hereby submit specifications and estimates for: New T1-11 wood siding on front of clubhouse 19 x 43 wall**

1. Remove existing vinyl soffit and J channel along top of wall.
2. Remove all trim on all outside corners around all windows.
3. Remove two layers of existing T1-11 siding.
4. Install one layer of new T1-11 wood siding on complete wall.
5. Install new 1x3 Azek trim around all windows.
6. Reinstall existing vinyl J channel and vinyl soffit along top of wall.
7. All cleanup and removal of debris will be done by R&R Roofing LLC
8. R&R Roofing LLC carries full Workers' Compensation insurance, General Liability insurance and is registered with the state of CT. (Documents will be supplied upon acceptance of this proposal)
9. All work will be done according to manufacturer's specifications and local building & safety codes.
10. This price includes all labor, materials, and dumping fees for entire job listed on this proposal. (Taxes not included)

**Removal of lights needs to be done before job can be done. This needs to be done by others/ Not R&R Roofing LLC**

**ANY QUESTIONS PLEASE CALL**

**CHECK OUT OUR WEBSITE [www.randroofingllc.com](http://www.randroofingllc.com) FOR MORE INFORMATION ABOUT OUR COMPANY AND PHOTOS OF COMPLETED PROJECTS**

**We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of: \$7,199.00 dollars, with payment to be made as follows:**

**\*\*\*Deduct \$3,000.00 from the price for R&R Roofing LLC to be able to hang a sign on the Clubhouse\*\*\***

**Complete payment is due upon completion of entire job.**

**Any alteration or deviation from above specifications involving extra cost will be executed only upon written order and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.**

**Respectfully submitted by: Dana Spino / R&R Roofing LLC**

**Note-this proposal may be withdrawn by us if not accepted within 30 days.**

## Acceptance of Proposal

**The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.**

**Date of Acceptance: 1/20/26**

**Signature:**



**Signature:**



# All Heart Parks Advocate Award Nomination Form

City of Bristol CT

Submitted On:  
Feb 25, 2026, 07:25PM EST

## 2026 All Heart Parks Advocate of the Year Award Program

|                                                                                                                             |                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| Individual/Organization Name:                                                                                               | Nominating James Cleveland                                                                                                                           |
| Contact Person:                                                                                                             | First Name: Cynthia<br>Last Name: Donovan                                                                                                            |
| Phone Number                                                                                                                | 860-539-6338                                                                                                                                         |
| Email                                                                                                                       | Jd2cd@att.net                                                                                                                                        |
| Individual Name:                                                                                                            | James Cleveland                                                                                                                                      |
| Phone Number                                                                                                                | 860-280-4719                                                                                                                                         |
| Email                                                                                                                       | Jd2cd@att.net                                                                                                                                        |
| Full Address                                                                                                                | Street Address: 36 Woodfield Road<br>City: Bristol<br>State: CT<br>Zip: 06010                                                                        |
| Categories of Contributions (select all that apply):                                                                        | Money                                                                                                                                                |
| Dates of contribution and/or number of hours volunteered (if applicable):                                                   | Monetary in conjunction with ELCCT who has received the award in the past.                                                                           |
| Describe in detail the significant contributions made by this individual to improve the quality of the Bristol park system: | Started 6/21/25 Ongoing<br>Giving back to Bristol<br>He Owned the property at one time,<br>Past Park Commissioner (End 2006)( I will get start date) |



# All Heart Parks Advocate Award Nomination Form

City of Bristol CT

Submitted On:

Mar 11, 2026, 10:00AM EDT

## 2026 All Heart Parks Advocate of the Year Award Program

|                                                                                                                             |                                                                                                                                             |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| Individual/Organization Name:                                                                                               | Mayor Ellen Zoppo-Sassu                                                                                                                     |
| Contact Person:                                                                                                             | <b>First Name:</b> Ellen<br><b>Last Name:</b> Zoppo-Sassu                                                                                   |
| Phone Number                                                                                                                | (860) 584-6160                                                                                                                              |
| Email                                                                                                                       | mayorsoffice@bristolct.gov                                                                                                                  |
| Individual Name:                                                                                                            | James Cleveland                                                                                                                             |
| Phone Number                                                                                                                | (860) 584-6160                                                                                                                              |
| Email                                                                                                                       | ericabenoit@bristolct.gov                                                                                                                   |
| Full Address                                                                                                                | <b>Street Address:</b> Wonderfield Road<br><b>City:</b> Bristol<br><b>State:</b> CT<br><b>Zip:</b> 06010                                    |
| Categories of Contributions (select all that apply):                                                                        | Money<br>Other Donation                                                                                                                     |
| Dates of contribution and/or number of hours volunteered (if applicable):                                                   | Mr. Cleveland served as longtime Parks Commissioner and also recently donated money for the creation of a wild flower field at Pigeon Hill. |
| Describe in detail the significant contributions made by this individual to improve the quality of the Bristol park system: | Investments in time and money                                                                                                               |



# All Heart Parks Advocate Award Nomination Form

City of Bristol CT

Submitted On:

Feb 27, 2026, 06:10PM EST

## 2026 All Heart Parks Advocate of the Year Award Program

|                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Individual/Organization Name:                                                                                               | Farmington River Watershed :Laura Hart, Aimee Petras, and Heather Geist                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Contact Person:                                                                                                             | <b>First Name:</b> Cindy<br><b>Last Name:</b> Donovan                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Phone Number                                                                                                                | 860-539-6338                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Email                                                                                                                       | Jd2cd@att.net                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Individual Name:                                                                                                            | Farmington River Watershed                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Phone Number                                                                                                                | 860-658-4442                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Email                                                                                                                       | ihart@frwa.org                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Full Address                                                                                                                | <b>Street Address:</b> 749 Hopemeadow Street<br><b>City:</b> Simsbury<br><b>State:</b> CT<br><b>Zip:</b> 06070                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Categories of Contributions (select all that apply):                                                                        | Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Dates of contribution and/or number of hours volunteered (if applicable):                                                   | April 2019 Education of Storm Water Run Off<br>7/2020 Rain Garden installation kickoff for a May 2021 installation<br>2021 -They participated in the Farmers Market in handing out educational material, and free downspouts / hoses.<br>2022 Installed another rain garden off of the side of Mrs. Rockwell Pavilion.<br>2025- ongoing - Secured the River Smart Grant for our Veterans Memorial Park geese management plan                                                                                                                                                                                                                                                                                                                                                                                         |
| Describe in detail the significant contributions made by this individual to improve the quality of the Bristol park system: | <p>It is a distinct honor to nominate the Farmington River Watershed Association (FRWA), specifically represented by Laura Hart, Aimee Petras, and Heather Geist, for the 2026 All Heart Parks Advocate of the Year Award. Their unwavering commitment to the environmental health and aesthetic beauty of Bristol's park system has left a tangible, lasting impact on our community.</p> <p>Since 2019, the FRWA has provided invaluable services that go far beyond simple volunteerism. Their contributions have been clear, quantifiable, and vital to the sustainable management of our local resources. Key highlights of their advocacy include:</p> <p>Environmental Education (April 2019): Initiated critical community outreach regarding Storm Water Runoff, laying the groundwork for better water</p> |

|                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                                 | <p>conservation practices within our parks.</p> <p>Infrastructure &amp; Beautification (2020–2022): Led the installation of multiple rain gardens, including a significant project at Page Park and the Mrs. Rockwell Pavilion. These gardens serve as both functional drainage solutions and beautiful educational landscapes.</p> <p>Community Engagement (2021): Actively participated in the Farmers Market, providing residents with free educational materials, downspouts, and hoses to encourage watershed stewardship at home.</p> <p>Grant Acquisition &amp; Resource Management (2025–Ongoing): Successfully secured the River Smart Grant to fund and implement the Veterans Memorial Park geese management plan, addressing a long-standing maintenance and public health challenge.</p> <p>The expertise and "All Heart" spirit brought by Laura, Aimee, and Heather have significantly improved the quality of the Bristol park system. Their work ensures that our parks remain clean, ecologically sound, and welcoming for all residents.</p> <p>Thank you for your time and for considering the Farmington River Watershed Association for this prestigious recognition of distinction.</p> |
| <p><b>Please include a photo of the nominee to be used during the award presentation and for publicity.</b></p> | <p>IMG_2591 (1).jpg</p> <p>IMG_2592.jpg</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

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## **Sec. 16-1. Veterans Memorial Park and Boulevard.**

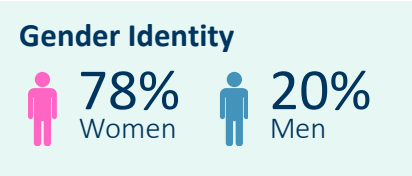
- (a) The park area between the Pequabuck River and South Street, heretofore given to the city and established as a memorial to Bristol's veterans of all wars, shall continue under the jurisdiction of the board of park commissioners. The highway, which begins at Willis Street and runs through said park shall be known as the Veterans Memorial Boulevard.
- (b) The board of park commissioners shall give special care in maintaining said park as a fitting memorial and preserving the rows of memorial oaks which border the boulevard. They shall care for the monuments and statuary now located in the park and which may, with said board's permission, be hereafter located therein.
- (c) To preserve the natural and peaceful conditions and the memorial character of the park and boulevard:
  - (1) There shall be no parking along the curb lines of the boulevard, except on such special areas or occasions as may be designated by the board of park commissioners.
  - (2) The use of the boulevard by motor vehicles is hereby restricted to vehicles [bearing "passenger-type" or school bus registration plates,] including motorcycles, and operated at such reasonable speeds as shall be established, from time to time, by the board of park commissioners. School buses shall only be permitted to use the boulevard travelling to or from [Memorial Boulevard School] Bristol Arts & Innovation Magnet School on the boulevard from Main Street to the school.
  - (3) No motor vehicles [bearing nonpassenger type registrations, including trucks and commercial vehicles, including those trucks and commercial vehicles bearing "combination" plates] weighing, unloaded more than 10,001 pounds, with the exception of city owned vehicles bearing "municipal" plates and emergency vehicles, shall pass or travel within said Memorial Park or boulevard, [provided that such nonpassenger vehicles may continue to use the two (2) cross-over streets known as Mellen Street and East Street]. Persons making such use shall be in violation of this section and shall be subject to the penalty for infractions provided in section 1-11 of the Code of General Ordinances. Fine for violation of this section shall be ninety dollars (\$90.00).
- (d) The board of park commissioners are hereby authorized and directed to provide and maintain suitable signs for the control of traffic on the parkway known as the Memorial Boulevard.

(Ord. of 9-6-83; Ord. of 4-29-94; Ord. of 7-12-16)

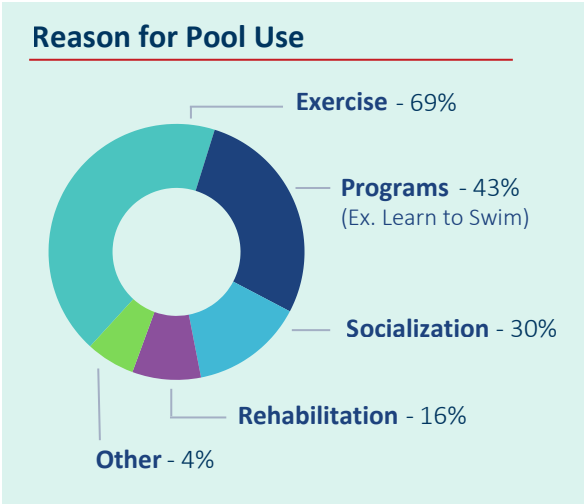
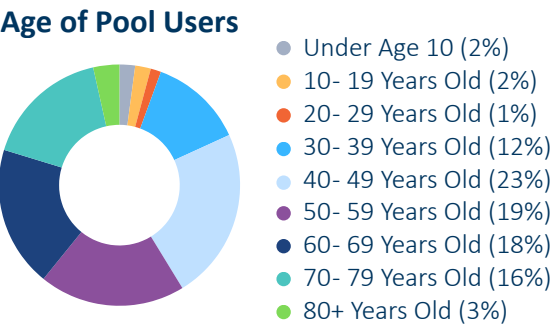
# Dennis N. Malone Aquatics Center Facility Impact Report



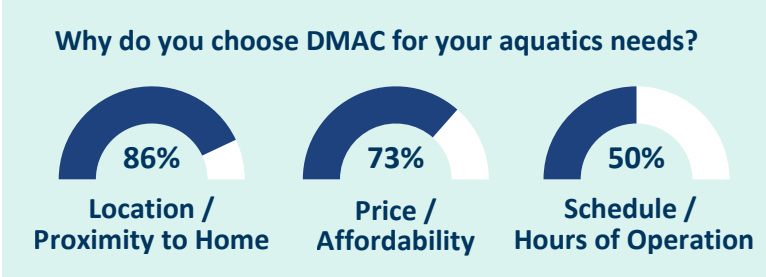
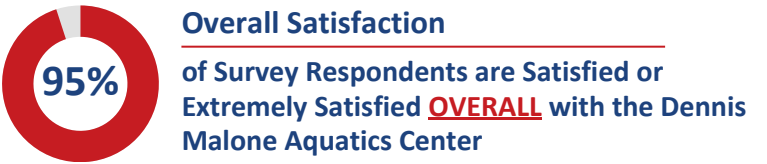
The 2026 Dennis Malone Aquatics Center Facility Survey was an anonymous 31 question survey measuring customer experience issued by the Dennis Malone Aquatics Center (DMAC) and Bristol's Department of Parks, Recreation, Youth and Community Services. The report reflects responses from 3/3/26 - 3/31/26.



*"I love having the Dennis Malone Pool in Bristol! What a hidden gem!"*  
DMAC Patron/ Community Member



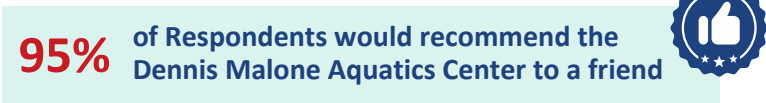
**75%** of Respondents are Satisfied or Extremely Satisfied with pool and facility cleanliness



*"DMAC is an amazing facility and a great asset to Bristol."*  
DMAC Patron/ Community Member

*"As a senior resident in Bristol, I feel very fortunate to have this very affordable resource near my home"*  
DMAC Patron/ Community Member

*"The open swim times are plentiful and the schedule is extremely accommodating!"*  
DMAC Patron/ Community Member



## 2026 Strategic Approach to Park Littering Campaign & Park Safety

### Littering Campaign

| Key Strategy                                                                                                                                                                                                                                                                                                                   | Activities                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Investment                                                                                                         | Target Dates                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| <p><b>Campaign: Be Part of the Solution, Not the Pollution</b></p> <p><i>Key Messaging: In 2025, Bristol Parks collected 186 tons of trash in the parks, the equivalent weight of 2 blue whales or 45 elephants</i></p> <p><b>Call to Action:</b> Be part of the solution, not the pollution: Join the Bristol Green Team!</p> | <ul style="list-style-type: none"> <li>Billboards around town (May-August 4-months pending final costs)</li> <li>Social Media video spots</li> <li>Press Releases</li> <li>Gas station PSA's</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>Estimated \$4,000 in billboard fees and gas station PSA's</li> </ul>        | <ul style="list-style-type: none"> <li>Campaign launched May 2026</li> </ul>                  |
| Re-Launch of a new Bristol Green Team Program                                                                                                                                                                                                                                                                                  | <ul style="list-style-type: none"> <li>Re-establish Bristol Green Team as a "Community Team". Community members can register at <a href="http://www.bristolrec.com">www.bristolrec.com</a> as individuals or as a team/group/organization.</li> <li>Once registered, individuals and teams can pick-up t-shirts and a supply kit from the office.</li> <li>Orientation Guide is provided for team leaders</li> <li><b>Call to Action:</b> Park Commissioners registering a team and/or helping recruit businesses, community groups, sports teams, churches, non-profits, to sign up.</li> </ul> | <ul style="list-style-type: none"> <li>Estimated \$2,000 in green team t-shirts &amp; clean-up supplies</li> </ul> | <ul style="list-style-type: none"> <li>Bristol Green Team begins June- August 2026</li> </ul> |
| Staff Activity- Bolstering Litter Pick-Up                                                                                                                                                                                                                                                                                      | <ul style="list-style-type: none"> <li>Parks crew will dedicate the start of the work day to litter pick-up at Rockwell Park</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>Approximately 2,720 staff</li> </ul>                                        | <ul style="list-style-type: none"> <li>May 2026</li> </ul>                                    |

|                  |                                                                                                                                                                                                                   |                                                       |                                                             |
|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------|-------------------------------------------------------------|
|                  |                                                                                                                                                                                                                   | hours (85 hours<br>x 32 staff)                        |                                                             |
| Youth Engagement | <ul style="list-style-type: none"> <li>Campaign messaging and information about the Bristol Green Team will be distributed via Parent Square and sent as a handout to campers enrolled in summer camp.</li> </ul> | <ul style="list-style-type: none"> <li>N/A</li> </ul> | <ul style="list-style-type: none"> <li>June 2026</li> </ul> |

### Park Safety

| Key Strategy                                   | Activities                                                                                                                                                              | Investment                                                                                                                                                      | Target Dates                                                |
|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| Improved Police Presence                       | <ul style="list-style-type: none"> <li>Re-engage the Chief of Police and Bristol Police Department once fully staffed to direct more patrols into the parks.</li> </ul> | <ul style="list-style-type: none"> <li>TBD</li> </ul>                                                                                                           | <ul style="list-style-type: none"> <li>TBD</li> </ul>       |
| Install more cameras                           | <ul style="list-style-type: none"> <li>Invest in trail cameras at key locations throughout the parks and include you are being monitored signs</li> </ul>               | <ul style="list-style-type: none"> <li>\$200/per camera + \$160/annual subscription for monitoring service= \$360/per camera= \$4,500 for 12 cameras</li> </ul> | <ul style="list-style-type: none"> <li>July 2026</li> </ul> |
| Install Temporary Speed Bumps at Rockwell Park | <ul style="list-style-type: none"> <li>Work with Bristol Police Department to install temporary speed bumps in Rockwell Park to slow down traffic</li> </ul>            | <ul style="list-style-type: none"> <li>Estimated \$3,000 (depending on # of speed bumps installed)</li> </ul>                                                   | <ul style="list-style-type: none"> <li>July 2026</li> </ul> |



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**New Policy:** Arbiter Sports Payment Processing

**From:** Dr. Joshua Medeiros, Superintendent of Parks, Recreation, Youth and Community Services

**To:** Policy Committee, Board of Park Commissioners

**For Consideration:** 4/15/2026

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The purpose of this policy is to establish clear procedures for the payment of umpire fees through the Arbiter Sports platform for Pony League baseball games administered by the City of Bristol Parks, Recreation, Youth and Community Services Department. This policy is intended to ensure timely and accurate payment to officials and maintain proper internal records.

### 1. Scope

This policy applies to Pony League baseball programs administered by the Department for which umpires are engaged as independent contractors.

### 2. General Staffing Responsibilities

- **Recreation Supervisor:** Serves as the primary Arbiter Sports administrator. Schedules games, and serves as the day-to-day point of contact for League Director. Reviews umpire invoices weekly and provides the approved invoices to the Assistant to the Superintendent weekly.
- **League Director:** Coordinates league schedules and field availability with the Recreation Supervisor and ensures program changes (rainouts, cancellations) are communicated. Provides invoices for the umpires to the Recreation Supervisor weekly.
- **Assistant to the Superintendent:** Reviews and approves payment batches, funds the Arbiter Pay account, and reconciles transactions.
- **Game Officials (Umpires):** Maintain an active Arbiter Pay account, officiate assigned games in accordance with applicable rules, and keep banking and tax information current.

### 3. Account Maintenance

Before any official may be assigned games or receive payment through Arbiter Sports, the following onboarding steps must be completed:

#### a. Initial Set-Up

- The Recreation Supervisor creates the department profile in Arbiter Sports and invites the umpire to register an Arbiter Pay account.

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- The umpire links a valid bank account to Arbiter Pay and acknowledges the Department's code of conduct and this policy in writing.
- Two payments, via live check, will be made to Arbiter Pay prior to the start of the first Pony League season, in which payments to umpires will be made via Arbiter Pay.
- A representative from Arbiter Pay will then contact the Purchasing Department in accordance with the City of Bristol's Internal ACH Policy to set up ACH payment.

**b. On-going Maintenance**

- At the beginning of each fiscal year, the Recreation Supervisor will request a P.O. for the estimated amount of funds to be paid out to Arbiter Pay, based on previous year trends. Upon the receipt of that P.O., the Recreation Supervisor will submit to the Assistant to the Superintendent an invoice to pay Arbiter Pay.
- In the case that the amount of money available to be paid out in the Arbiter Pay system is less than \$500.00, the Assistant to the Superintendent will consult with the Recreation Supervisor to determine if more funds are needed.
- In the case that more funds are needed in a fiscal year, the Recreation Supervisor will submit an invoice to the Assistant to the Superintendent, who will receive upon the invoice for Arbiter Pay and submit to Comptrollers.
- At the end of the fiscal year, unused funds will be reimbursed to the City of Bristol, deposited into the non-budget account, and applied via journal entry to the appropriate account (0017023-531000).

**4. Game Fee Schedule**

Fees are paid per game, per official, and are inclusive of all services rendered.

| Game Type / Division | Game Length | Rate per Official |
|----------------------|-------------|-------------------|
| Pony League          | 7 innings   | \$80/game         |

**5. Game Verification and Payment**

Payment is contingent upon verification that an assigned game was officiated as scheduled.

- Approved funds are transferred from the City's designated operating account to Arbiter Pay, which then disburses payment to each official's linked bank account.
- Payment batches are prepared by the Assistant to the Superintendent on a weekly schedule, covering all assignments verified as completed during the prior pay period.
- League Director will submit invoices for payment processing and verification to the Recreation Supervisor who will review and approve the invoices. Invoices shall include the Umpire's unique account number.
- The Assistant to the Superintendent will review the invoice batches for accuracy, confirm that funds are available, and approves disbursement through Arbiter Pay.

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- Officials should expect funds to be available within three (3) to five (5) business days after batch approval.
- Invoices and the corresponding payment confirmation will be saved electronically with the department's account payable vendor files in the P-Drive.

## 6. Internal Controls

To safeguard public funds, the following controls are required at all times:

- The individual who assigns games (League Director) shall not be the same individual who approves payment batches in Accounts Payable.
- Changes to game fee rates require written approval from the Recreation Supervisor and must be documented.
- Adding, removing, or modifying umpire profiles in Arbiter Sports must be logged and reviewable upon request.
- The name and the Arbiter Pay account number will match the name and Arbiter Pay account number on the invoice prior to payment being processed.
- At the end of each month, the Assistant to the Superintendent will reconcile the total payments processed in Arbiter Pay against the invoices received.
- All invoices for Arbiter Pay will include the account statement from Arbiter Pay and will be signed by the Superintendent and Deputy Superintendent.
- Any suspected fraud, misuse, or unauthorized payment will be reported immediately to the Superintendent and the Assistant to the Superintendent.
- Invoices and the corresponding payment confirmation will be saved electronically with the department's account payable vendor files in the P-Drive.
- At the end of the fiscal year, unused funds will be reimbursed to the City of Bristol, deposited into the non-budget account, and applied via journal entry to the appropriate account (0017023-531000).

## 7. Tax Reporting

Umpires are engaged as independent contractors and are solely responsible for the payment of all applicable federal, state, and local taxes on fees received. Arbiter Sports will issue an IRS Form 1099-NEC to any official whose total annual compensation meets or exceeds the threshold established by the Internal Revenue Service (\$600.00). Officials are responsible for ensuring that their legal name, address, and taxpayer identification number on file with the Department and Arbiter Pay are accurate at all times.

## 8. Data Privacy and Records Retention

Personal information collected from officials, including banking details handled within Arbiter Pay, is treated as confidential and is accessed only by authorized personnel for legitimate business purposes. The Department maintains records of assignments, payments, and related

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correspondence in accordance with the City's records retention schedule and applicable Connecticut public records law.

## **9. Dispute Resolution**

- An official who disputes a payment, assignment status, or rate calculation should first contact the League Director in writing within ten (10) business days of the disputed event.
- If the matter is not resolved at the supervisor level, the official may escalate the dispute in writing to the Recreation Supervisor.
- The Recreation Supervisor's decision, made in consultation with the Assistant to the Superintendent as needed, shall be final.

## **10. Policy Review**

This policy will be reviewed annually prior to the start of the baseball season and updated as staffing, technology, fee schedules, or City policies change.

DRAFT



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**New Policy:** Rockwell Park Invasive Weed Management Plan

**From:** Dr. Joshua Medeiros, Superintendent of Parks, Recreation, Youth and Community Services

**To:** Policy Committee, Board of Park Commissioners

**For Consideration:** 4/15/2026

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The Rockwell Park Invasive Weed Management Plan shall serve as a pilot program for invasive species management within the Bristol park system and shall be implemented at other parks depending on its success. The data shall be reviewed annually to assess the success of the pilot program. The plan shall be reviewed every five (5) years to update the plan as needed.

## 1. INTRODUCTION

### A. Description

Rockwell Park was given to the City of Bristol by Albert and Nettie Rockwell in 1911 and is under the jurisdiction of Bristol Parks, Recreation, Youth and Community Services (BPRYCS). Rockwell Park consists of 104 acres, extending from Steele Road in the east to Park Street and Terryville Road in the west. The Pequabuck River bisects the southern portion of the park, running from west to east. The northernmost portions of the park are heavily wooded steep terrain, and are undeveloped except for multi-use recreation trails.

The southern portions are more level, and include two artificial ponds, wetland marsh areas, a large lawn for passive recreation, and a cluster of sports fields and playground.

Due to the high volume of use in this park, there are significant areas of disturbance/erosion that has led to a decline in native habitats. Where native species have declined, flooding and erosion have become issues. Lawn space around the ponds are consistently wet/moist throughout the year and invasive species are filling in most of the riparian buffer areas.

Invasive species in Rockwell Park have the potential to exacerbate our issues with erosion, saturated soils, and the overall beauty and appeal of the park. Public perception is a key factor when it comes to park maintenance and invasive species quickly become unsightly as well as a nuisance for park patrons. Furthermore, invasive species along the Pequabuck river and other wetlands throughout the park have the potential of destroying these delicate ecosystems by crowding out native flora, diminishing food sources for native fauna, and altering soil conditions.

The population of certain species is currently at a level where control and even eradication of certain species may be possible within City means. By tackling this problem now, the park can be preserved as a beautiful native habitat for generations to come.

### B. Inventory of Plant Species

Invasive species that have been observed in Rockwell Park are as follows:

| Species                                               | Location and Abundance                                                                                                                                                       |
|-------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Japanese Knotweed ( <i>Polygonum cuspidatum</i> )     | Knotweed is prevalent throughout the park but it mostly along the Pequabuck river. It is particularly abundant in the southwestern section of the park adjacent to Park St.  |
| Tree of Heaven ( <i>Ailanthus altissima</i> )         | A dense stand is found at the corner of Rockwell Park Rd and Steele Rd, with another large patch that's been cut and treated between the river and the little league fields. |
| Oriental Bittersweet ( <i>Celastrus orbiculatus</i> ) | Found throughout the park with some vines reaching several inches in diameter.                                                                                               |
| Autumn Olive ( <i>Elaeagnus umbellata</i> )           | A single specimen can be found next to the boardwalk with a few more along the walking trail north of the field.                                                             |
| Black Locust ( <i>Robinia pseudoacacia</i> )          | Specimens found along the Pequabuck river but near the maintenance building is a large population.                                                                           |
| Mugwort ( <i>Artemisia vulgaris</i> )                 | Throughout the park mostly in garden beds. The largest infestation being next to the boardwalk.                                                                              |
| Burning Bush ( <i>Euonymus alatus</i> )               | A single specimen has been spotted off Rockwell Park Rd near Steele Rd.                                                                                                      |
| Japanese Barberry ( <i>Berberis thunbergii</i> )      | A couple specimens were found near the Burning Bush listed above.                                                                                                            |
| Multiflora Rose ( <i>Rosa multiflora</i> )            | Mainly found in the boardwalk marsh area.                                                                                                                                    |

See Appendix 2. Maps for specific locations of invasive populations.

## 2. OVERVIEW OF WEED MANAGEMENT PLAN

### A. General Management Philosophy

Due to their aggressive nature and potential to impact active recreation and native habitats, invasive species control is part of the overall park management program.

BPRYCS' is focused on preserving and encouraging native species and communities in place of invasive species, rather than on simply eliminating species. As such, BPRYCS will implement preventative programs to keep the site free of species that are not yet established there but which are known to be pests elsewhere in the region. Priorities for the control or elimination of invasive species that have already established on the site will be developed, according to their actual and potential impacts on native species, safety and visibility, park amenities, and overall park aesthetics. Action will only be taken when careful consideration indicates leaving the weed unchecked will result in more damage than controlling it with available methods.

BPRYCS will utilize the following adaptive management strategy.

1. Goals for the site will be established and recorded.
2. Species that block us from reaching these goals will be identified and assigned priorities based on the severity of their impacts.
3. Methods will be considered for controlling them or otherwise diminishing their impacts and, if necessary, priorities will be re-ordered based on likely impacts on target and non-target species.
4. Species control plans will be developed based on this information.
5. The plan is implemented and the results of the management actions are monitored.
6. BPRYCS will evaluate the effectiveness of the methods in light of the site goals, and use this information to modify and improve control priorities, methods, and plans.
7. The cycle will be started again by establishing new/modified goals.

Priorities are set in the hope of minimizing the total, long-term workload. Therefore, the department acts to prevent new infestations and assigns highest priority to existing infestations that are the fastest growing, most disruptive, and affect the most highly valued areas of the site. Also considered is the difficulty of control, giving higher priority to infestations most likely to be controlled with available technology and resources.

Therefore, the following criteria is used to prioritize invasive species management in our parks:

1. Current extent of the species on or near the park.
2. Current and potential impacts of the species.
3. Value of the habitats/areas that the species infests or may infest.
4. Difficulty of control.

## **B. Summary of Actions Planned**

### **Early Detection, Rapid Response**

Invasive plants will likely continue to be introduced and/or persist in this natural community. In order to prevent the further spread of existing invasive plants into uninfested areas, and to manage the likely introduction of new species, it will be important to regularly monitor the site for new invasions. Specifically, newly disturbed sites and areas experiencing erosion should be monitored for invasive propagules.

### **Active Control**

Beginning in Spring 2026, BPRYCS will begin the control and treatment of certain problem species and locations in Rockwell Park. The main species being targeted are tree of heaven, oriental bittersweet, mugwort, and knotweed due to their aggressive nature and the desire to prevent large scale infestations. The priority areas will be along walking paths, active recreation areas, and the boardwalk because of their high visibility and high impact on park recreation.

Easy to control or single specimen woody invasives will be treated at the appropriate time using prescribed methods when possible. Most herbicide treatments will occur late summer/early fall to maximize effectiveness and reduce total herbicide usage.

As certain species require specific treatment regimens, treatment plans for specified species will be followed as described later in this plan (See section 3 for Specific Treatment Plans).

Before the establishment of this plan, there has already been action taken to control certain invasive species in Rockwell Park. Most of this work has been cutting populations of oriental bittersweet and select woody invasive species to preserve native species in those areas. As a result, these areas will be monitored and treated in accordance with this plan to mitigate regrowth and encourage native succession.

## Site Remediation

When invasive species have been successfully controlled in a specific location, native or naturalized species will be reintroduced through seeding and planting and will be continuously monitored to prevent future re-infestation.

Note: Care should be taken not to disturb the soil at newly exposed sites as tilling or deep digging destroys soil structure and could cause weed seeds to germinate prolifically.

Bare soil should be covered by vegetation or woodchips. Aggressive natives are an excellent option for excluding invasive species (*Symphyotrichum lanceolatum*, *Viola spp.*, *Asarum canadensis*, etc.).

### C. Species Priorities

| Species                                               | Priority | Reasoning                                                                                                                                                                                                                                |
|-------------------------------------------------------|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Japanese Knotweed ( <i>Polygonum cuspidatum</i> )     | Medium   | Containment is essential, but due to its difficulty to control and abundance, elimination cannot be expected, unless an aggressive multi-property approach is adopted.                                                                   |
| Tree of Heaven ( <i>Ailanthus altissima</i> )         | High     | Difficult to control, however only a couple of stands have been identified, making it possible to eradicate. Failure to address may result in a population being established.                                                            |
| Oriental Bittersweet ( <i>Celastrus orbiculatus</i> ) | Medium   | Difficult to eradicate due to large population. Must be monitored and controlled to prevent damaging trees and shrubs.                                                                                                                   |
| Autumn Olive ( <i>Elaeagnus umbellata</i> )           | High     | Only a few specimens have been identified, making it possible to eradicate.                                                                                                                                                              |
| Black Locust ( <i>Robinia pseudoacacia</i> )          | Low      | Most specimens are rather large along the river making them difficult to treat without causing bank erosion. Removing them may open space for more noxious weeds such as knotweed. Park shall be monitored for saplings to limit spread. |
| Mugwort ( <i>Artemisia vulgaris</i> )                 | Medium   | Extremely difficult to control due to the fact that the existing population is widespread. Populations invading delicate ecosystems such as the marsh should be prioritized.                                                             |

|                                                  |        |                                                                                                                                                                                        |
|--------------------------------------------------|--------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Burning Bush ( <i>Euonymus alatus</i> )          | High   | Only a single specimen has been identified. Treatment and eradication are possible. Continued monitoring, especially around park edges that abut residential properties, is essential. |
| Japanese Barberry ( <i>Berberis thunbergii</i> ) | High   | Only a cluster of specimens have been identified. Can be treated and eradicated.                                                                                                       |
| Multiflora Rose ( <i>Rosa multiflora</i> )       | Medium | Limited populations, found mostly in the marsh. Can be treated and monitored.                                                                                                          |

#### D. Treatment Schedule

| Treatment Schedule            |                                                                                              |                                                                                |                                                                                         |                                                                                           |
|-------------------------------|----------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| Species                       | Mow/Cut                                                                                      | Foliar Spray                                                                   | Cut Stump                                                                               | Hack + Squirt                                                                             |
|                               | Cutting the plant using a mower or weedwhacker, typically completed prior to producing seed. | Using a sprayer to coat the leaves of specific targeted plants with herbicide. | Cutting a woody plant to a stump and applying herbicide to the stump to prevent growth. | Cutting into the bark of a tree using a hatchet and spraying herbicides into the sapwood. |
| <i>Alnus altissima</i>        |                                                                                              |                                                                                |                                                                                         | July-Oct                                                                                  |
| <i>Polygonatum cuspidatum</i> | Late June                                                                                    | Aug-Sept                                                                       |                                                                                         |                                                                                           |
| <i>Celastrus orbiculatus</i>  |                                                                                              |                                                                                | July-Oct                                                                                |                                                                                           |
| <i>Elaeagnus umbellata</i>    |                                                                                              |                                                                                | Mar-Nov                                                                                 |                                                                                           |

|                            |  |             |           |          |
|----------------------------|--|-------------|-----------|----------|
| <i>Robina psuedoacacia</i> |  |             |           | July-Oct |
| <i>Artemisia vulgaris</i>  |  | June + Sept |           |          |
| <i>Euonymus alatus</i>     |  |             | July-Oct  |          |
| <i>Berberis thunbergii</i> |  |             | May-Oct   |          |
| <i>Rosa multiflora</i>     |  |             | July-Sept |          |

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### 3. SPECIFIC CONTROL PLANS

**A. Scientific name:** *Polygonum cuspidatum* **Common name:** Japanese Knotweed

i. **Priority:** Low

ii. **Description**

Japanese knotweed is an herbaceous perennial which forms dense clumps 1-3 meters (3-10 feet) high. Its broad leaves are somewhat triangular and pointed at the tip. Clusters of tiny greenish-white flowers are borne during August and September. Knotweed reproduces via seed and by vegetative growth through stout, aggressive rhizomes.



Photo by Alyssa Siegel-Miles.

iii. **Current Distribution on the Site**

(Refer to maps, Appendix 1)

iv. **Damage & Threats**

It spreads rapidly to form dense thickets that can alter natural ecosystems or interfere with landscaping. Japanese knotweed can tolerate a variety of adverse conditions including full shade, high temperatures, high salinity, and drought. It poses a significant threat to riparian areas, where it can survive severe floods.

v. **Goals**

Prevent the spread of Japanese knotweed, particularly along the Pequabuck river where it could impact the native ecosystem of the river.

vi. **Objectives**

Reduce the coverage of Japanese knotweed by 50% (from 66,877 ft<sup>2</sup> 33,438 ft<sup>2</sup>) to over the next 5 years, with an emphasis on populations along the riverbank.

**vii. Management Options**

Viable control options are:

- a. Glyphosate foliar treatment
- b. Mowing/Cutting

The best course of action for infestations at Rockwell Park would be to mow/cut the knotweed in late June, allow it to grow back, then spray with glyphosate starting in August. Cutting early in summer will reduce the plant size and prevent flowering.

**viii. Actions Planned**

Identified patches of knotweeds that have high potential of spreading in active areas of the park, as well as, easy to eliminate smaller patches, will be cut and properly disposed of at Reworld in early summer followed by foliar treatment in August/September. Where it is eliminated, the following season we will prep and seed to reintroduce lawn/native habitat.

**B. Scientific name:** *Ailanthus altissima* **Common name:** *Tree of Heaven*

i. **Priority:** High

ii. **Description:**

*Ailanthus* grows quickly and can reach a height of 8 ft in its first year; ultimately these trees can grow 80-100 feet tall. It flowers in late May through early June and may produce several hundred flowers each year, each of which forms clusters containing hundreds of seeds. Trees also reproduce readily via root sprouts that can emerge up to 50 ft from the nearest trunk. It is a ready colonizer of disturbed sites both in urban and natural areas but is intolerant of full shade. Once established, its primary mode of reproduction is through root suckers. The compound leaves of tree-of-heaven resemble those of staghorn sumac, but tree-of-heaven can be distinguished by its foul-smelling leaves. Species should be confirmed prior to treatment.



Photos by Alyssa Siegel-Mile

iii. **Current Distribution on the Site**

(Refer to maps, Appendix 1)

iv. **Damage & Threats**

Because of its aggressive growth rate and suckering root system, Tree of Heaven can quickly out-compete natives. Its roots are also allelopathic, allowing this plant to form dense monocultures.

v. **Goals**

Populations of Tree of Heaven are limited in Rockwell Park, making it possible to eradicate it from this property.

**vi. Objectives**

By spring 2027, Tree of Heaven infestations will be reduced by 50% and within 5 years, Tree of Heaven will be eradicated from Rockwell Park.

**vii. Management Options**

Viable control options are:

- a. Hack and Squirt
- b. Foliar Spray
- c. Cut Stump

**viii. Actions Planned**

In fall 2025, a stand of Tree of Heaven was cut and glyphosate was applied to cut stumps. This area will be monitored and foliar spray will be applied to any sprouts.

Late summer 2026, identified stands of Tree of Heaven will be treated using the hack and squirt method with triclopyr. During the winter, these treated areas will be removed. The following spring these locations will be monitored for re-sprouting and be treated with a foliar spray as needed. Where it is eliminated, the following season we will prep and seed to reintroduce lawn/native habitat.

**C. Scientific name:** *Artemisia Vulgaris* **Common name:** Mugwort

**i. Priority:** Medium

**ii. Description:**

Mugwort grows 2 to 4 feet tall and spreads by rhizomes but rarely produces viable seeds in temperate areas. It prefers full sun, well-drained soil and alkaline soils. The panicle of greenish-yellow or reddish-brown flowers appears in mid-summer to early fall above the lobed green leaves with woolly undersides. The plant has a long history of herbal use.



Photos by Alyssa Siegel-Miles.

**iii. Current Distribution on the Site**

(Refer to maps, Appendix 1)

**iv. Damage & Threats**

Mugwort spreads aggressively through rhizomes. Even a small piece of root fragment can colonize large patches of disturbed soils displacing native species.

**v. Goals**

Eliminate mugwort that has invaded planting beds and managed natural areas.

**vi. Objectives**

Mugwort will be eliminated from the Rockwell boardwalk area and replaced by native species within 2 years. Mugwort will be prevented from establishing in new disturbed soils. Any sprouts of mugwort will be pulled or treated.

## **vii. Management Options**

Viable control options are:

- a. Foliar Treatment
- b. Mechanical Pulling
- c. Exclusion

## **viii. Actions Planned**

The primary location to be treated is the Rockwell boardwalk. This will be done by applying Milestone (aminopyralid) in early summer and following up with a second treatment as needed in late fall. This will be followed by native plant seeding/planting.

Rockwell skate park will also be treated in this way to eliminate mugwort before future renovations occur at the surrounding playground.

Aggressive perennials such as *Symphyotrichum lanceolatum* can be used to crowd out and exclude mugwort populations.

**D. Scientific name:** *Celastrus orbiculatus* **Common name:** Oriental Bittersweet

i. **Priority:** High

ii. **Description:**

Bittersweet leaves are round with toothed edges, alternately arranged along the stem. In late summer the leaves turn yellow, usually before native plants gain their fall color, making this vine easy to spot from a distance. Yellow-skinned fruit first appear in late summer in clusters at each leaf axil. In fall the yellow skin splits to reveal a bright red center. Young stem growth is bright green; larger stems have red-brown bark that has a cracked, fish-netted texture. The smooth stems climb by twining or winding themselves around host plants eventually strangling the host.



Photos by Alyssa Siegel-Miles

iii. **Current Distribution on the Site**

(Refer to maps, Appendix 1)

iv. **Damage & Threats**

Vines quickly envelop native trees and shrubs. This will both starve the trees by enveloping the canopy and choking the trees and causing premature death. Heavy vines can also cause weakened trees to be uprooted and/or break.

v. **Goals**

Reduce population of oriental bittersweet and prevent the envelopment of native trees and shrubs.

**vi. Objectives**

There will be no vines exceeding 2” in diameter wrapping around trees by the end of 2 years. Bittersweet will annually managed and prevented from bearing fruit by the end of 2 years.

**vii. Management Options**

Viable control options are:

- a. Cut and treat stumps of mature vines
- b. Foliar Treatments
- c. Cut/Pull

**viii. Actions Planned**

Winter 2025/2026 most large bittersweet vines were cut, freeing the trees from entanglement. These vines will be monitored, re-cut and treated with glyphosate during the summer.

Vines that haven’t been cut and of appropriate diameter will be cut and treated during the summer.

Large patches of smaller vines can be pulled or cut and foliar treatments can be used where there is no threat to native species.

## REFERENCES

National Invasive Species Information Center

<https://www.invasivespeciesinfo.gov/>

Connecticut Invasive Plants Working Group

<https://cipwg.uconn.edu/>

Site Weed Management Plan Template - The Nature Conservancy

<https://www.invasive.org/gist/products/plans/WeedTemp.pdf>

UConn Extension

<https://extension.uconn.edu/>

Herbicide Guidelines - The Nature Conservancy

<https://www.invasive.org/gist/products/handbook/07.herbicideguidelines.pdf>

## APPENDICES

### Appendix 1. Maps



Yellow - *Alianthus altissima*

Red - *Celastrus orbiculatus*

Blue - *Artemisia vulgaris*

Orange - *Polygonum cuspidatum*

Green - *Robina psuedoacacia*

Purple - *Eleaenus umbellata*

**Appendix 2. Forms Used in Collecting and Monitoring Data**

| Treatment Inventory |                  |          |      |               |
|---------------------|------------------|----------|------|---------------|
| Treatment           | Targeted Species | Location | Date | Staff Initial |
|                     |                  |          |      |               |
|                     |                  |          |      |               |
|                     |                  |          |      |               |
|                     |                  |          |      |               |
|                     |                  |          |      |               |
|                     |                  |          |      |               |
|                     |                  |          |      |               |
|                     |                  |          |      |               |
|                     |                  |          |      |               |

If herbicides were used, input information on the following form:

| Herbicide Usage – Rockwell |                   |      |          |      |                  |                |
|----------------------------|-------------------|------|----------|------|------------------|----------------|
| Chemical                   | Active Ingredient | Rate | Quantity | Date | Targeted Species | Staff Initials |
|                            |                   |      |          |      |                  |                |
|                            |                   |      |          |      |                  |                |
|                            |                   |      |          |      |                  |                |
|                            |                   |      |          |      |                  |                |
|                            |                   |      |          |      |                  |                |
|                            |                   |      |          |      |                  |                |
|                            |                   |      |          |      |                  |                |
|                            |                   |      |          |      |                  |                |

### Appendix 3. HERBICIDE USE PROTOCOLS

- a. Follow all federal, state and local regulations regarding herbicide use. Product labels **MUST** be read and followed. It is a violation of federal law to use an herbicide in a manner inconsistent with its label. **THE LABEL IS THE LAW.**
- b. All herbicide treatments will be applied in compliance with the chemical label, state and federal law, licensing requirements, and municipal ordinances.
- c. Herbicides may be applied only by City of Bristol employees or contractors who have all certificates and licenses required by state and/or federal law. Volunteers and seasonal employees may **NOT** apply herbicides unless they are properly licensed **AND** have signed a consent & release form.
- d. Applicators **MUST** wear all protective gear required on the label of the herbicide they are using. BPRYCS shall provide all safety and protective gear as recommended on the label. The health and safety of the applicator are of foremost concern.
- e. Herbicides will be appropriately labeled and stored only in designated storage areas as assigned by department supervisors, in compliance with product recommended storage and local, state, and federal laws.
- f. Small spills will be cleaned up using appropriate drying agents or by digging and disposing of contaminated soils in plastic garbage bags. Larger spills should be reported to department supervisors immediately.
- g. Disposal of herbicide shall be conducted according to the label.

#### Common Herbicides

**Triclopyr** is a human-made herbicide used to control both broadleaf and woody plants. Grasses tend to be less sensitive to triclopyr than other weeds. It affects actively growing plants by mimicking a specific type of plant growth hormone, known as an auxin. Plants rapidly take in triclopyr through leaves and roots. It causes uncontrolled plant growth and plant death. After absorbing the herbicide, plants die slowly (within weeks). Triclopyr is recommended for the management of Tree of Heaven. (National Pesticide Information Center, 2026).

**Glyphosate** is an herbicide. It is applied to the leaves of plants to kill both broadleaf plants and grasses. Glyphosate is a non-selective herbicide, meaning it will kill most plants. Glyphosate stops a specific enzyme pathway, from making proteins needed for plant growth. Glyphosate binds tightly to soil. It can persist in soil for up to 6 months depending on the climate and the type of soil it is in. Glyphosate is broken down by bacteria in the soil. Glyphosate is recommended for the management of Japanese Knotweed and Oriental Bittersweet. (National Pesticide Information Center, 2026).

**Aminopyralid** is an herbicide intended for use in natural and recreational areas to control target species of broadleaf plants. Aminopyralid is absorbed by the leaves and roots and interferes with plant growth metabolic pathways, affecting the growth process of the plant, via uneven cell division and growth.

Aminopyralid is often sold under the tradename Milestone and is recommended for use controlling Mugwort (EPA, 2026).

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**New Policy:** Pool Inclement Weather Policies

**From:** Dr. Joshua Medeiros, Superintendent of Parks, Recreation, Youth and Community Services

**To:** Policy Committee, Board of Park Commissioners

**Date Submitted:** 3/11/2026

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The purpose of this policy is to establish consistent procedures for the temporary closure or delayed opening of municipal pool facilities due to inclement weather conditions. This policy is intended to ensure the safety of patrons and staff while providing clear operational guidance during thunderstorms and winter weather events.

**1.** This policy applies to all municipal aquatic facilities operated by the Department of Parks, Recreation, Youth and Community Services, including:

- Dennis Malone Aquatic Center
- Page Park Pool
- Rockwell Park Pool

## **2. Communication of Closures**

Patrons are encouraged to check the Parks & Recreation website for the most up-to-date information regarding pool cancellations or operational changes. Notifications may also be distributed via email and text message through the Parks & Recreation notification system. Patrons should ensure their contact information is current and that they have opted in to receive notifications through their Parks & Recreation account.

## **3. Thunderstorm Policy**

- a. **Dennis Malone Aquatic Center:** If thunder is heard or lightning is seen, the pool shall be closed immediately and will remain closed ~~until at least~~ **20 minutes after the last instance of thunder or lightning.**
- b. **Page Park Pool:** If thunder is heard or lightning is seen, the pool shall be closed immediately and will remain closed ~~until at least~~ **30 minutes after the last instance of thunder or lightning.**
- c. **Rockwell Park Pool:** If thunder is heard or lightning is seen, the pool shall be closed immediately and will remain closed ~~until at least~~ **30 minutes after the last instance of thunder or lightning.**

To learn more about what your Parks, Recreation, Youth and Community Services Department has to offer; visit us at [www.Bristolrec.com](http://www.Bristolrec.com)

Staff shall monitor weather conditions and determine when the appropriate waiting period has elapsed before reopening the facility.

#### 4. Winter Weather Policy

##### a. Dennis Malone Aquatic Center – Weekdays

- **School Closings:** If Bristol Public Schools are closed due to winter weather, the Dennis Malone Aquatic Center will remain closed for the entire day.
- **Delayed School Opening:** If Bristol Public Schools announce a delayed opening, the Dennis Malone Aquatic Center will open at **12:00 PM**.
- **Early School Dismissal:** If Bristol Public Schools announces an early dismissal, operational status of the facility will be determined by the Department. Patrons should check the Parks & Recreation website or contact the Dennis Malone Aquatic Center at **860-584-3837** for updates.
- **School Closings but After School Activities Allowed:** If Bristol Public Schools are closed due to the winter weather, but allow afternoon/after-school activities, the Dennis Malone Aquatic Center will open at **2:30 PM**.

##### b. Dennis Malone Aquatic Center –Weekends

- During weekend winter weather events, conditions will be assessed using official weather and news sources. A determination regarding facility closure or delayed opening will be made as soon as possible, with the safety of staff and patrons as the primary consideration.

#### 5. ~~Power of Policy Implementation~~

~~The Superintendent or Deputy Superintendent of Parks, Recreation, Youth and Community Services, or their designee, shall have the authority to implement this policy and determine closures or operational changes based on weather conditions and safety considerations.~~

#### 6. Policy Review

This policy may be reviewed and updated periodically by the Department of Parks, Recreation, Youth, and Community Services Commissioners to ensure continued effectiveness and alignment with safety best practices.

For all other weather-related issues, please check the website or the Dennis Malone Aquatic Center at 860-584-3837 for updates.

To learn more about what your Parks, Recreation, Youth and Community Services Department has to offer; visit us at [www.Bristolrec.com](http://www.Bristolrec.com)

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