



Board of Park Commissioners
Wednesday, April 20, 2022 at 6:00 p.m.
Youth and Community Services – 51 High Street
Regular Meeting Minutes

1. Call to order

- a. Vice Chair Robert Fiorito called the meeting to order at 6:00 p.m.
- b. Attendance

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

Dr. Joshua Medeiros, Superintendent

Absent: Mayor Jeffrey Caggiano, Chair
Sarah Larson, Deputy Superintendent

2. Acceptance of meeting minutes

- a. **MOTION:** Made by Commissioner Donovan to accept the March 16th, 2022 Regular Meeting Minutes.
Seconded by: Commissioner Bogdanski, all in favor; motion carried.
- b. **MOTION:** Made by Commissioner Bogdanski to accept the March 23rd, 2022 Special Meeting Minutes.
Seconded by: Commissioner Lamothe, all in favor with the exception of Commissioner Donovan who abstained; motion carried.

3. Public participation

- i. **MOTION:** Made by Commissioner Donovan to move up New Business agenda item 7a.
Seconded by: Commissioner Bogdanski, all in favor; motion carried.
Sarah Lucian from the Bristol Blues presented the Bristol Blues Summer 2022 Proposals to the board. Discussion followed.
MOTION: Made by Commissioner Donovan to refer the Bristol Blues Summer 2022 Proposals to Policy Committee.
Seconded by Commissioner Bogdanski, all in favor; motion carried.
- ii. Craig Vibert, Park Maintainer for BPRYCS advocated on behalf of Parks division staff for more equipment, resources, and staffing.
- iii. Paul LaFleur, General Manager of the American Legion Baseball inquired about concession usage for the upcoming baseball season.

4. Employee/Volunteer Recognition & Positive Correspondence

- a. April Employee Spotlight:

- i. Superintendent Medeiros recognized Steven Schriver, Landscape Gardener for his assets to the department leveraging his landscape management design skills for the creation of a variety of garden renovation projects across the park system. Steven worked collaboratively with the Bristol Garden Club on the new Blue Star Memorial Garden being installed this spring at the Veterans Memorial Boulevard. Additionally, his design and contributions to the CT Urban Forestry Climate Change Grant application resulted in the department being awarded \$37,000 to remove the tennis courts on Veterans Memorial Boulevard and establish a new urban garden.
- ii. Superintendent Medeiros recognized Craig Vibert, Park Maintainer for assisting residents including, reuniting stolen property to park users, and coordinating with Community Services Coordinator Aubrey Minkler on homeless encampment protocols. Craig continues to enhance his skills and qualifications having recently trained on the back hoe and passed his Certified Pool Operators (CPO) examination and is officially qualified to operate our public pools. Craig also supported the transition to electronic pay stubs and employee self-service software in conjunction with bi-weekly payroll.
- b. Vice Chair Fiorito presented the Positive Correspondence, discussion followed.

5. Superintendent's Report

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

6. Old business

- a. By Commissioners:
 - i. Commissioner Donovan inquired about posting program and event cancellations on the BPRYCS Facebook page.
 - ii. Commissioner Lamothe attended the Police Commissioners Board meeting about the ongoing dirt bike and quad usage at Rockwell Park. Commissioner Lamothe is also working with Veterans Council on repairing and/replacing the canon wheels. Discussion followed.

7. New business

- a. **MOTION:** Made by Commissioner Donovan to approve the Girl Scouts camp fire at Pine Lake on June 14th with the stipulation that a fire extinguisher be present.
MOTION: Rescinded by Commissioner Donovan.
MOTION: Made by Commissioner Donovan to approve the Girl Scouts at Pine Lake at the discretion of the Superintendent.
Seconded by: Commissioner Bogdanski, all in favor; motion carried.
- b. Ryan Chmielewski and Jon Tunsky from Weston & Sampson presented preliminary design for updates for the Page Park Revitalization. Discussion followed.
- c. **MOTION:** Made by Vice Chair Fiorito to modify the summer Board of Park Commissioners meeting schedule by conditionally canceling the Regular June meeting.
- d. By Commissioners:
 - i. Superintendent Medeiros asked permission from the board on behalf of the We Love Teachers Campaign to place signs around park properties.
MOTION: Made by Commissioner Donovan to grant permission to We Love Teachers Campaign to place sign on park properties that are approved by the Superintendent and removed within one week.
Seconded by: Commissioner Lawson, all in favor; motion carried.

- ii. Commissioner Lamothe inquired about the City Arts & Culture Commission taking over the Duck Race.

8. Committee reports

- a. Fund Development Committee:
 - i. Superintendent Medeiros announced Commissioner Donovan as the new Chair of Fund Development Committee.
- b. Policy Committee:
 - i. **MOTION:** Made by Commissioner Donovan to accept the Ed Swicklas Employee Garden Park Policy.
Seconded by: Commissioner Lamothe.
MOTION: Rescinded by Commissioner Donovan and Commissioner Lamothe.
- c. Finance Committee: None.
- d. City Council Liaison updates: None.

9. Adjourn

- a. **MOTION:** Made by Commissioner Donovan to adjourn the meeting at 7:59 p.m.
Seconded by: Commissioner Lamothe, all in favor; motion carried.

Respectfully submitted,

Jazzya Coakley
Recording Secretary
Board of Park Commissioners