



*City of Bristol
Board of Park Commissioners*

INFORMATION TO ACCESS MEETING

<https://bristolct-gov.zoom.us/j/81712509452?pwd=indaPfDaVNbIYNh8285k3xMCyPvRbd.1>

1. Call to Order

Vice Chair Robert Fiorito called the meeting to order 6:01 p.m.

a. Pledge of Allegiance

Commissioner Lenard Lamothe requested a Moment of Silence for Jeffery Doyon, a former Park and Recreation Employee.

b. Attendance

Members Present:

Chair Jeffrey Caggiano, Mayor
Commissioner Sandra Bogdanski
Commissioner Cynthia Donovan
Commissioner Robert Fiorito
Commissioner Leonard Lamothe
Commissioner Robert Lawson
City Council Liaison Jacqueline Olsen
Deputy Superintendent Sarah Larson
Superintendent Joshua Medeiros
Commissioner Emily Michaud

Absent:

2. Approval of Minutes

a. Approval of Minutes: July 17, 2024 Regular Meeting Minutes

MOTION: Made by Commissioner Bogdanski to Approve the July 17, 2024, Regular Meeting Minutes.

Seconded by Commissioner Lamothe, all in favor, motion carried.

3. Public Participation

David Krezel, of 5 2nd Street in Bristol, CT, presented his proposal for a Wood Carving Bench

Project to be placed in a high traffic park. This proposal was first presented to the City Arts and Culture Commission for funding. Mr. Krezel is interested in working with the Department of Public Works as well as the Parks Department to find a tree that is scheduled to be removed for the project. He also made a suggestion about either creating a bench on site in a park or if the department could transport the tree to his shop on Broad Street in Bristol, CT. Superintendent Josh Medeiros proposed setting up a meeting to go over the specifics of the project and discuss where the Parks Department may be able to help; discussion followed.

Michael J. Dudko, of 116 Lewis Road in Bristol, CT provided information on the land and area and requested the Board of Park Commissioners to ask the City Council to reconsider purchasing or retaining property and protecting a pond in the southeast Bristol Business Park. Chair Mayor Jeff Caggiano informed Dudco the Board did not have authority to initiate or request purchasing of property but could write a letter to the City Council to reconsider their decision to sell the property should a motion be made and approved in New Business.

Former Mayor, Ellen Zappo Sassu, 47 Corey Lane in Bristol, CT spoke with regard to the department's 2021 Master Plan, its mission to build a sustainable future, its Commitment to Stewardship and Conservation by preserving natural resources and park assets for future generations. Zappo-Sassu encouraged the board to be ready and poised with a recommendation and request to the decision-makers to purchase the property for Hoppers-Birge Pond should the project, as proposed, not move forward with the current buyers/developers to complete/restore the Hoppers-Birge Pond area for the city.

Marilyn Bischof of 166 Treble Rd expressed confusion about the Shaffrick property and its classification as R-25 and taxed as unimproved. Bischof was informed that her comments would best be directed to the Zoning Committee.

MOTION: Made by Commissioner Donovan to move section 6b forward on the agenda. Seconded by Commissioner Lawson, all in favor, motion carried.

6b. Consider a Request from Kris Salls for Holiday Light Displays at Page Park Pool

Superintendent Josh Medeiros introduced Kris Salls' 2024 Holiday Light Display at Page Park. Kris Salls is a private citizen who has been volunteering his time and resources for the Holiday Lights Display for the past 4 years. Kris Salls discussed scaling back the display a little bit. The display is proposed to continue to be located at the Page Park Pool because of its secure fencing, access to electricity, and accessibility for public viewing. The question presented to the Board of Parks Commissioners is if they would like to see this attraction again and if they would like to build something else into it?; discussion followed.

MOTION: Made by Vice Chair Fiorito to Approve Kris Salls' Holiday Lights Display at the Page Park Pool. Seconded by Commissioner Bogdanski, all in favor, motion carried.

MOTION: Made by Vice Chair Fiorito to move section 6a. forward on the agenda. Seconded by Commissioner Bogdanski, all in favor, motion carried.

6a. Request From P & B Properties to Access Robert's Property to Conduct Soil

Testing on Private Property

Mayor Jeffrey Caggiano, Mayor, presented the request from P & B Properties to access Roberts Property to Conduct Soil Testing on Private Property. Mayor Caggiano and Superintendent Medeiros walked the path prior to the meeting to see exactly the area P & B Properties was trying to reach. The path is narrow, and the question is how they would want to get their equipment in. The photo attached to the agenda packet shows the proposed route. Jim Pryor of 7 Wildes Way in Burlington, CT, co-applicant of the Schaffric Property, stated that they would like to build a small bridge over a small creek and all the approvals would be required. An analysis of the soil is required to see what the land can bear in terms of sloping. He is proposing they come through the Robert's Park Dog Park to access the area required for testing. The piece of equipment would be about 7-8 ft wide, and they would have to create a new path in Robert's Park; discussion followed.

MOTION: Made by Vice Chair Fiorito to Refer to the City Engineer and Staff to Reconfigure a Path that Allows the Developer Access and Creates a Potential Permanent Path Outside of Private Property with Final Approval from The Board of Parks Commissioners.

Seconded by Commissioner Lamothe, in a voice vote, five (5) commissioners were in favor and one (1) opposed. Motion carried.

4. Superintendent's Report

a. Monthly Division Updates

Superintendent Josh Mederios presented the Monthly Division Updates; discussion followed.

b. Project Updates

i. Upgrade Your Play Summary Report for Federal Hill Green Playground

Superintendent Josh Mederios presented the Upgrade Your Play Summary Report for Federal Hill Green Playground. Option two (2) Playground won with 58% of the votes. Over 331 votes were cast for that playground. The Parks Department is now working with Purchasing to move forward; discussion followed.

ii. Project Spreadsheet

Superintendent Josh Mederios presented the updates on the Project Spreadsheet. He provided updates on the Veteran's Memorial Boulevard. The Parks Department did receive a \$1500.00 donation to The Friends of the Park and Recreation Fund from Avison Tomland. Superintendent Medeiros provided an update on stocking Pine Lake with fish. CT DEEP is scheduled to come and take an inventory of the fish. Superintendent Mederios took a moment to recognize Deputy Superintendent Sarah Larson, on receiving the Connecticut Recreation and Parks Association's Young Professional of the Year Award;

discussion followed.

c. Department Financials

Superintendent Josh Mederios presented the Department Financials; discussion followed.

MOTION: Made by Vice Chair Fiorito to accept and place the Superintendent's Report on File.

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

5. Old Business

a. Geese Management: Review Draft Educational Signage

Superintendent Josh Mederios presented the Geese Management Educational Signage Draft. Superintendent Mederios opened the discussion to any feedback from the board; discussion followed.

MOTION: Made by Commissioner Bogdanski to Move forward with the Geese Educational Signage in All Bristol Parks.

Seconded by Vice Chair Fiorito, all in favor, motion carried.

6. New Business

a. Place on File the Superintendent's FY 23 - 24 End of the Year Financial Report

Superintendent Josh Mederios presented the Superintendent's Fiscal Year 2023–2024, End of the Year Financial Report; discussion followed.

MOTION: Made by Commissioner Donovan to Place the Superintendent's Fiscal Year 2023–2024, End of the Year Financial Report.

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

b. Approval of the FY 25 Internal Budget Process and Timeline

Superintendent Josh Medeiros presented the Fiscal Year 2025, Internal Budget Process and Timeline; discussion followed.

MOTION: Made by Vice Chair Fiorito to Approve the Fiscal Year 2025 Internal Budget Process and Timeline.

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

c. Contract Award to Dayton Construction for \$4,994,000.00 for Page Park Renovations Phase 1

Superintendent Josh Medeiros presented the Contract Award to Dayton Construction for \$4,994,000.00 for Phase One (1) of the Page Park Renovations; discussion followed.

MOTION: Made by Commissioner Donovan to place the Contract Award to Dayton Construction for \$4,994,000.00 for Phase One (1) of the Page Park Renovations on File. Seconded by Vice Chair Fiorito, all in favor, motion carried.

d. Annual Review of the BPRYCS Policy Manual

Superintendent Josh Medeiros presented the Annual Review of the Bristol Parks and Recreation, Youth and Community Services' Policy Manual. Superintendent Medeiros opened the discussion to the Board of Parks Commissioners on any suggested changes or adjustments; discussion followed.

MOTION: Made by Commissioner Donovan to Add the Historic Preservation at Rockwell Park to the Agenda. Seconded by Commissioner Bogdanski, all in favor, motion carried.

e. Historic Preservation at Rockwell Park

Superintendent Josh Medeiros presented a photograph of the Rockwell Park Comfort Station that was damaged by a fallen tree. The tree did extensive damage to the roof of the building. The Parks and Recreation Department did send a letter to the State Historic Preservation to request to possibly remove the building. Superintendent Medeiros opened the discussion to the Board of Parks Commissioners on whether the Comfort Station should be repaired or demolished; discussion followed.

f. Presentation from Deputy Superintendent on Woodland Management Survey on Kern Park

Deputy Superintendent Sarah Larson presented the Woodland Management Survey in Kern Park; discussion followed.

g. BPRYCS 25 - 27 Strategic Plan Activity Heatmapping Workshop

Superintendent Josh Medeiros presented the Bristol Parks and Recreation, Youth and Community Services 2025 - 2027 Strategic Plan Heatmapping Workshop Activity. This activity will give the Board of Parks Commissioners the opportunity to weigh in on the Strategic Plan Activities that they would like to prioritize; activity and discussion followed.

7. Reports and Committee Reports

a. Fund Development and Advocacy Committee

Commissioner Bogdanski presented that the Dinner on the Diamond Event be put on hold for 2025 to focus on developing a 501c3 for the Parks Department; discussion followed.

MOTION: Made by Commissioner Donovan to put the Dinner on the Diamond Event on hold for 2025 to focus on the Development of a 501c3.
Seconded by Vice Chair Fiorito, all in favor, motion carried.

8. Adjournment

MOTION: Made by Vice Chair Fiorito to adjourn following the Bristol Parks and Recreation, Youth and Community Services 2025 - 2027 Strategic Plan Heatmapping Workshop Activity.
Seconded by Commissioner Bogdanski, all in favor, motion carried.

Respectfully Submitted,
Amaris Estrada
Recording Secretary
Board of Parks Commission