



*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, February 19, 2025, at 6:00 PM. in City Hall Meeting Room 1-2 111 North Main Street, Bristol, CT 06010.

AGENDA

1. Call to Order
 - a. Attendance
2. Approval of Minutes
 - a. Approval of Minutes: December 18, 2025, Regular Meeting Minutes
3. Public Participation
4. Supervisor's Report
 - a. Division Supervisor's Report
 - b. Project Updates
 - c. Year to Date Financials
 - i. Samuel Goodsell Park and Playground Fund 2024 Summary
 - d. 2025 - 2027 Strategic Plan Year 1 Approach
5. Old Business
 - a. By Commissioners
6. New Business

- a. Update from Weston & Sampson on Page Park Revitalization Progress
 - b. Consider Contract Award to Weston & Sampson in the Amount of \$499,900.00 for Page Park Revitalizations Phase 2
 - c. Consider a Request from Scout Troop 29 for a Campout Event on Veteran's Memorial Boulevard
 - d. Consider a Request from Bristol Blue Baseball to Install a Bar Top Table and Seating in the 1st Base Picnic Area
 - e. Approval of the Bristol Blues Baseball 2025 Events and Game Schedule
 - f. To Review Interest in Properties Associated with a Riverfront Recapture along Twining and Broad Street
 - g. To Review and Place on File the Superintendent's Budget Reduction Scenarios for a 2% and 5% Decrease
 - h. Review Safety Concerns Associated with Homeless Encampments at Kern Park and Discuss Potential Proposals
 - i. Approval of the 2025 All - Heart Advocate of the Year Award Program
7. Reports and Committee Reports
- a. Fund Development
 - b. Policy Committee
 - c. Finance Committee
 - d. City Council Liaison Updates
8. Adjournment

PER ORDER OF THE CHAIRPERSON
Jeff Caggiano, Mayor



*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 Fiorito called the meeting to order at 6:01 p.m.

a. Attendance

Members Present:

Vice Chair Robert Fiorito
Commissioner Sandra Bogdanski
Commissioner Cynthia Donovan
Commissioner Leonard Lamothe
Commissioner Robert Lawson
City Council Liaison Jacqueline Olsen
Superintendent Joshua Medeiros
Deputy Superintendent Sarah Larson

Absent:

Chair Jeffrey Caggiano, Mayor
Commissioner Aaron Weber

2. Approval of Minutes

a. Approval of Minutes: November 20, 2024, Regular Meeting Minutes

MOTION: Made by Commissioner Lamothe to Approve the November 20, 2024, Regular Meeting Minutes.

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

3. Public Participation

None.

4. Superintendent's Report

a. Division Supervisor's Report

Superintendent Josh Medeiros presented the Supervisor's Report. Superintendent Medeiros stated there was a significant increase in visitation on the Park Project Portal; discussion followed.

b. Project Updates

Superintendent Josh Medeiros presented the Project Updates; discussion followed.

c. Year to Date Financial

Superintendent Josh Medeiros presented the Year to Date Financials. Superintendent Medeiros stated there are no major updates to the departments financials; discussion followed.

MOTION: Made by Commissioner Bogdanski to place the Superintendent's Report on File.

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

5. Old Business

a. By Commissioners

None.

6. New Business

a. Consider the Request to Establish a Purple Heart Trail through the Veterans Memorial Boulevard

Amy Wernicki, the Fundraising and Finance Director from the Veteran's Strong Community Center presented the request to establish a Purple Heart Trail through the Veteran's Memorial Boulevard. Mrs. Wernicki is requesting approval from the Board of Park Commissioners to place the necessary signs on the Veterans Memorial Boulevard. To be added to the National Purple Heart Trailway, the Mayor would have to make a Proclamation declaring the Memorial Boulevard as part of the trailway. The signs will mimic those of the Purple Heart Trail signs found in New Britain; discussion followed.

MOTION: Made by Commissioner Bogdanski to Approve the Request to Establish a Purple Heart Trail through the Veteran's Memorial Boulevard.

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

b. Consider the Request from the Pequabuck River Watershed Association for a Joint Venture 319: Clean Water Fund Grant to Support Kern Park Watershed Program

Kyle Correa presented on behalf of Mary Mary Rydingsward, from the Pequabuck River

Watershed Association for a Joint Venture 319: Clean Water Fund Grant to Support the Kern Park Watershed Program. They are seeking approval from the Board of Park Commissioners to apply for the 319 Grant to help aid Kern Park in becoming a Urban Water Sanctuary. This involves engineering and installing a rain garden that is about 23000 sq ft, and a 75 ft. swale to handle all the run off from the Ivy Drive School parking lot. It is proposed that the Rain Garden be placed where the tennis courts were removed; discussion followed.

MOTION: Made by Commissioner Donovan to Approve the Pequabuck River Watershed Association to Submit the application for the 319: Clean Water Fund Grant to Support the Kern Park Watershed Program.

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

c. Approve the 2025 Board of Park Commissioners Meeting Calendar

Superintendent Medeiros presented the 2025 Board of Park Commissioners Meeting Calendar; discussion followed.

MOTION: Made by Commissioner Bogdanski to Approve the 2025 Board of Park Commissioners Meeting Calendar.

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

d. Approve the Fiscal Year 2025-2026 Proposed Parks, Recreation, Youth and Community Services Budget and refer to the Comptroller's Office

Superintendent Medeiros presented the Fiscal Year 2025 - 2026 Proposed Parks, Recreation, Youth and Community Services Budget and Refer to the Comptroller's Office; discussion followed.

MOTION: Made by Commissioner Bogdanski to Approve the Fiscal Year 2025 - 2026 Proposed Parks, Recreation, Youth and Community Services Budget and Refer to the Comptroller's Office.

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

e. Presentation and Adoption of the 2025-2027 Strategic Plan

Superintendent Medeiros presented the Final Draft of the 2025 - 2027 Strategic Plan for Adoption. Superintendent Medeiros presented an overview of the final changes made to the Strategic Plan; discussion followed.

MOTION: Made by Commissioner Donovan to Adopt the 2025 - 2027 Strategic Plan. Seconded by Commissioner Bogdanski, all in favor, motion carried.

7. Reports and Committee Reports

a. Fund Development

None.

b. Policy Committee

None.

c. Finance Committee

None.

d. City Council Liaison Updates

City Council Liaison Jacqueline Olsen presented the City Council Liaison Updates; discussion followed.

8. Adjournment

MOTION: Made by Commissioner Lamothe to Adjourn at 7:06 p.m.
Seconded by Commissioner Bogdanski, all in favor, motion carried.

Respectfully Submitted,
Amaris Estrada
Recording Secretary
Board of Park Commissioners



Superintendent Report
Board of Park Commissioners
February 19, 2025

I. Parks, Grounds and Facilities Division Highlights

- The Rockwell Maintenance Building staff committee met with the contractor this week to review submittals and discuss final details for the bathroom renovation project. Demolition is expected to begin in mid-February with the project expected to take approximately 2 months to complete.
- Athletics & Ballfields Supervisor, Doug Trillo was elected to serve as a Board Member for the Connecticut Parks Association.
- A small committee of staff, board members and officials met with Weston and Sampson for preliminary discussions on the design of the Veterans Memorial Boulevard Bathrooms. Concepts will be vetted and presented to the full Board of Park Commissioners later this spring.
- Parks staff removed the spider climbing fixture at the Rockwell Playground as the climber was frayed and unsafe. This entire playground is slated to be renovated as part of the upcoming Rockwell Revitalization project thanks to the ORLP Grant we were awarded in 2024.

Accucom Work Order System	January 2024	January 2025
Work Orders Submitted	0	3
Work Orders Closed in January	4	6
Work Orders Still Open	28	19

II. Recreation Division Highlights

- Recreation Supervisor Amry Shelby, and Program Assistant Madison Fostervold attended and participated in the CRPA Camps Section meeting discussing upcoming summer camps, as well as vacation camps being offered.
- Recreation Supervisor Amry Shelby and Program Assistant Madison Fostervold met with members of the Purchasing Department to brainstorm ways to streamline payment processes related to Summer Camp field trips.
- Recreation Supervisor and Pine Lake Adventure Park staff met to strategize recruitment effort for facilitators. Strategy was presented to BPRYCS Administration.
- Recreation has begun recruiting for summer camp staff. Vacant spots are limited due to nearly 80% of last year's staff indicating that they will be returning.
- Please join us in congratulating Recreation Program Assistant, Madison Fostervold for graduating with her Master's Degree in Recreation Administration from Southern Connecticut State University.

Recreation & Event Measures	January 2024	January 2025
# of youth engaged in recreation programs	211	252
# of adults engaged in recreation programs	159*	144*
Total # of recreation programs running	20	19

** Number of adults engaged in recreation programs is higher than displayed. This is due to Adult Volleyball League and Adult Volleyball Open Gym – Drop Ins. Only the captain is registered for the program. There are 3-6 additional adults participating per team in the league.*

**Decrease in adult participation due to some programs not starting until February this year.*

III. Aquatics Division Highlights

- Aquatics Supervisor, Raelynne Andrews, was accepted into the American Red Cross Lifeguard Instructor Trainer Academy in May. Upon completion of the program Raelynne will be able to certify lifeguard instructors, which is a major benefit to the aquatics program and our facilities.
- Facilities Maintenance Tech, Atem Caron, worked with Park Division staff Ron Dionne, Craig Vibert, and Mike Dinice to troubleshoot and replace malfunctioning scoreboard apparatus at DMAC to support Splash and the Bristol Public School's Boys' Swim Team.
- The Splash team continues the competition season for the Yankee League undefeated. Championships will be held in mid-February.

Aquatics Measures	January 2024	January 2025
# of visits to the Dennis Malone Aquatics Center	1227	1358
# of pool memberships sold	27	27
# of program participants	563	587

IV. Outreach, Marketing, and Event Highlights

- The 2025 Dennis Malone Aquatics Center (DMAC) Facility Survey launched at the beginning of February following pilot testing. The Survey asks pool users and patrons to provide feedback on facility satisfaction, program satisfaction, facility communications, staff, and general satisfaction.
- Community Engagement Coordinator Erica Benoit introduced a Social Media Calendar to Supervisors for monthly input and regular contribution of updates, announcements, and reminders.
- The Youth and Community Services division released the 2024 Giving in Numbers Impact Report to wrap up the 2024 Holiday gift Giving Program. Thank you, letters were mailed out with the report, to all donors and sponsors.
- Community Engagement Coordinator Erica Benoit worked with Aquatics Coordinator Daniel Stowe to retool and streamline aquatics communications. Program confirmation emails and survey templates were developed in conjunction with a dissemination plan for each season and session.

Outreach, Marketing, and Event Measures	January 2024	January 2025
Unique # of visits to the Parks Project Portal	96	346
Total # of e-mails sent	38	72
% of emails opened	55%	51%
Email click rate	4%	3%

Upcoming Special Events - Save the Date

Event Name	Date	Time	Location
Downtown Live: Soul Sound Revue	March 1, 2025	7:00 – 8:30 PM	Rockwell Theater (Located within BAIMS)
Downtown Live: Red Hot Chili Pipers	March 9, 2025	7:00 – 9:00 PM	Rockwell Theater (Located within BAIMS)
Downtown Live: Comedy Night with Tammy Pescatelli, Shaquana Cochran and Jordan Karl	March 15, 2025	7:00 – 9:30 PM	Rockwell Theater (Located within BAIMS)
Luck O' The Lap	March 17, 2025	7:00 – 9:00 PM	Dennis Malone Aquatics Center (DMAC)

Parks, Recreation, Youth and Community Services Capital Improvement Projects (Updated: 2/13/2025)

ACTIVE PROJECTS

Project Name	Description	Status	Cost Estimates	Funding Source(s)	Target Completion
Federal Hill Green Upgrades	Existing playground has reached its life expectancy. The playground will be replaced and new ADA updates will provide a more inclusive park for residents	Two bids were received for the playground-Kompan (\$127,549) and Playcraft (\$75,407). Reviewing suitability of the low bidder and will be recommending contract award shortly.	\$150,000	\$150,000-LoCIP	Spring/Summer 2025
Perry J. Spinelli- (Structural Improvements)	Structural improvements to the foundational beams per structural engineer assessment	Finalizing special flashing details over the top portion of the new beams and misc. wood trim and painting work. The pavilion will remain closed through Page Park Revitalization and re-opened when all the pond work and parking lots have been established.	\$307,993 LRM	\$307,993 CIP- Page Park (3027010)	Winter 2025
Page Park Revitalization	Utilize the Page Park master plan to fully renovate the park.	Construction is underway for phase 1. See attached field reports for more information.	\$18.9 million	\$18.9 million- CIP (3027010)	Phase 1 anticipated to be completed by Fall 2025
Rockwell Maintenance Building Improvements	Physical improvements to maintenance building to improve working conditions for the crew.	Demolition work is underway and will be followed by approximately 1 week of demolition, 1 week for plumbing, 1 week for tiling and then 1 week for installation of fixtures. Total renovation anticipated to be completed within 2 months.	\$90,000	\$90,000- LoCIP	Early Spring 2025

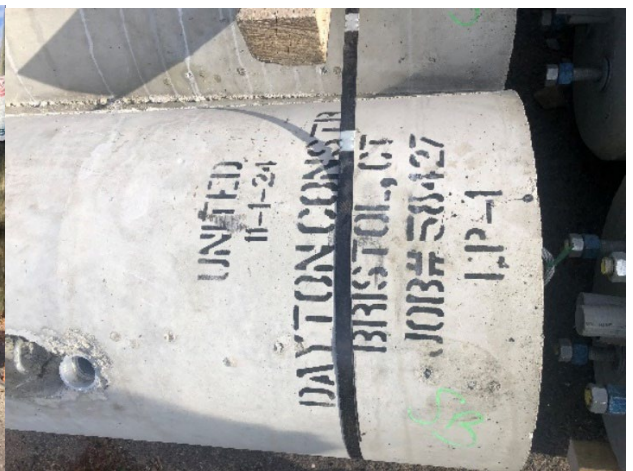
Veterans Memorial Boulevard Enhancements	ADA site improvements and site enhancements including removal of tennis courts, creation of urban garden, and a prefabricated bathroom.	Contract award to Stonybrook Construction for \$100,931 for sidewalk improvements. Weston and Sampson will be designing the bathroom for \$24,900. A small committee met to review preliminary design options for the bathroom. A formal plan is expected to come back to Parks Board in the spring.	\$37,000- removal/garden \$300,000- prefabricated bathroom and site work estimates	\$37,000- CT Urban Forest Council Grant (1067021-22G47), \$300,000- ARPA (3077011-22C20)	Spring/Summer 2025
Rockwell Park Track	Final component of the fitness improvements to Rockwell Park	Contract award to Martin Laverro Construction for \$177,802.50. Expect work to commence once the winter weather clears.	\$80,000	\$80,000- ARPA (3077014-22C21)	Spring/Summer 2025

Client: City of Bristol: Parks, Recreation, Youth, and Community Services
Project: Page Park
Project Number: ENG22-1256
Date: 11/20/2024
Time: 9:50 AM
Location: 641 King Street, Bristol, CT
Contractor: Dayton Construction Company, Inc.
Report by: Ying Zhang

Description of Work:

- Installation of sewer manhole SMH1 has been completed and the road is repaved with asphalt.
- Earth has been disturbed above the existing catch basin between new sewer connection and pool. A silt sack will need to be installed.
- Public notices for tree removal have been placed on multiple trees. However, two trees north of Page Park Road have been incorrectly tagged, and several other trees south of Page Park Road have not been tagged. Jon to notify the city.
- Dewitt Page Park Road has been sawcut for storm drainage and integral concrete curb and walk improvements.
- Temporary electric service has been installed onsite. Waiting for Eversource to install meter and service connection.
- Staging Area had the following materials stockpiled: gravel aggregates and topsoil. 15 precast concrete light pole bases are stockpiled near the pond.
- Asphalt has been milled along Orchard Park Road and Westminster Road. Trees have been removed along Orchard Park Road and felled tree trucks and debris stockpiled.
- Silt fences have been installed along Orchard Park Road.
- The large existing tree where the level spreader was to be installed along Orchard Park Road has been preserved.
- Soil is stockpiled without silt fence on north side of Ingraham Field.
- Concrete barriers have been placed on both sides of Westminster Road blocking access from the adjacent neighborhood while construction is active.







Client: City of Bristol: Parks, Recreation, Youth, and Community Services
Project: Page Park
Project Number: ENG22-1256
Date: 12/05/2024
Time: 11:45 AM
Location: 641 King Street, Bristol, CT
Contractor: Dayton Construction Company, Inc.
Report by: Ying Zhang

Description of Work:

- Large boulders for the new stream have been stockpiled.
- Topsoil stripping is underway for Parking Lot B and backfill material is being spread. An existing green pipe has been exposed near storm manhole C5.
- Sections of the existing curb along the south side of Dewitt Page Park Road has been damaged.
- Stormwater manholes and catch basins are stockpiled near the pond. 24" HDPE stormwater pipes are stockpiled to the east. The staging area had the following materials stockpiled: 12" HDPE stormwater pipes, gravel, topsoil and others.
- Several branches that have been removed appear to be ripped or chopped off. Removed branches need to have a clean cut done by a sharp pruning instrument at the tree trunk collar.
- 2" conduits has been stockpiled along the trail. Trenching for the concrete light pole bases and conduit is in progress along Orchard Park Road. Two concrete bases are not parallel to the road and will need to be rotated.
- Soil is stockpiled without a silt fence on the north side of Ingraham Field.
- Topsoil and conduits are stockpiled at the Disc Golf Course parking lot.
- Riprap swale is installed along Westminster Road and material is being removed along the road for the new pavement section. Light pole concrete bases and conduit are installed and backfilled. Jon discussed the error in the bolt pattern with Tanner.
- Wood stakes have been placed indicating the proposed elevations of the trail pavement and base material.
- Topsoil is stockpiled near Dewitt Drive. Some silt fence has been installed but needs to be expanded to protect entire pile.
- Trees that have been cut down are stockpiled on both sides of Dewitt Page Park Road.









Client: City of Bristol: Parks, Recreation, Youth, and Community Services
Project: Page Park
Project Number: ENG22-1256
Date: 12/18/2024
Time: 13:45 AM
Location: 641 King Street, Bristol, CT
Contractor: Dayton Construction Company, Inc.
Report by: Ying Zhang

Description of Work:

- Tree clearing and silt fence installation near the new watercourse is complete. Existing utilities have been identified with orange paint.
- At Parking Lot B, the construction entrance and silt fence are installed. Sandbags were installed along the edge of the road to direct stormwater to the catch basin.
- The staging area and stockpile near the pond have additional light pole bases stockpiled.
- Trenches for light poles and conduits have been backfilled along Orchard Park Road.
- One light pole base appears to be not aligned with the trail.
- Existing material is being removed for the multi-use trail along Orchard Park Road for the new pavement section.
- IMTL is on-site testing the subgrade for compaction along the multi-use trail.
- New base material is installed and compacted along the southwest portion of Orchard Park Road.
- Silt fences have been added to the east side of the stockpile area near Ingraham Field.
- The base material for the multi-use trail along Westminster Road is installed and compacted. One of the light pole concrete bases anchor bolts has been damaged.
- Trees along Dewitt Drive and the disc golf parking area have been cut down and stockpiled along the road. Some harvested trees are placed on the soil stockpile.







Client: City of Bristol: Parks, Recreation, Youth, and Community Services
Project: Page Park
Project Number: ENG22-1256
Date: 01/09/2025
Time: 1:45 PM
Location: 641 King Street, Bristol, CT
Contractor: Dayton Construction Company, Inc.
Report by: Ying Zhang

Description of Work:

- Eversource and a subcontractor are onsite and installing a new utility pole on Dewitt Page Park Road near the pond.
- The silt fences surrounding the soil stockpile at Dewitt Drive are covered with soil and need to be reset.
- The disc golf parking lot is being used as a staging area with soil stockpiles and harvested logs.
- The base material for the multi-use trail along Westminster Road is installed wider than planned. Excess will need to be removed for topsoil and seed.
- One light pole base along the multi-use trail near the soil stockpile is not installed upright.
- Trenches for light poles and conduits are dug up along Orchard Park Road. Light pole bases installed for entire section and some areas the conduit has been installed and partially backfilled.
- Swales are being excavated adjacent to Orchard Park Road
- The staging area and stockpile near the pond have storm drain infiltration chambers stockpiled.
- Soil is stockpiled at Parking Lot B and silt fences are in need of repair.





YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

ACCOUNTS FOR:	ORIGINAL	REVISED					AVAILABLE	PCT
001 GENERAL FUND	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
0017021 PARKS ADMINISTRATION								
0017021 480003 PARK TRUST FUNDS	-400,000	-400,000	-244,085.54	.00	.00	-155,914.46	61.0%*	
0017021 480004 PARK TRUST GOODSSELL	-23,330	-23,330	-20,395.00	.00	.00	-2,935.00	87.4%*	
0017021 514000 REGULAR WAGES & SAL	417,250	417,250	247,368.33	.00	.00	169,881.67	59.3%	
0017021 515100 OVERTIME WAGES & SA	6,000	6,000	1,670.22	.00	.00	4,329.78	27.8%	
0017021 515200 PARTTIME WAGES & SA	0	0	323.80	.00	.00	-323.80	100.0%*	
0017021 531000 PROFESSIONAL FEES &	28,080	28,080	16,445.06	.00	523.00	11,111.94	60.4%	
0017021 541000 PUBLIC UTILITIES	11,000	11,000	7,928.84	.00	3,071.16	.00	100.0%	
0017021 541100 WATER & SEWER CHARG	800	800	525.14	.00	274.86	.00	100.0%	
0017021 543000 REPAIRS & MAINTENAN	1,750	1,750	640.77	.00	909.23	200.00	88.6%	
0017021 552100 LIABILITY INSURANCE	94,000	94,000	102,032.38	.00	.00	-8,032.38	108.5%*	
0017021 553000 TELEPHONE	4,250	4,250	4,216.86	.00	33.14	.00	100.0%	
0017021 553100 POSTAGE	600	600	680.63	.00	.00	-80.63	113.4%*	
0017021 557700 ADVERTISING	8,000	8,000	6,434.58	.00	930.00	635.42	92.1%	
0017021 561800 PROGRAM SUPPLIES	2,500	2,500	1,759.78	.00	.64	739.58	70.4%	
0017021 562200 NATURAL GAS	2,500	2,500	1,888.86	.00	611.14	.00	100.0%	
0017021 569000 OFFICE SUPPLIES	2,000	2,000	764.25	.00	754.28	481.47	75.9%	
0017021 581120 CONFERENCES & MEMBE	7,500	7,500	7,577.55	.00	100.00	-177.55	102.4%*	
0017021 583120 ARTS & CULTURE COMM	15,000	15,000	9,965.03	.00	.00	5,034.97	66.4%	
0017021 589100 MISCELLANEOUS	0	128,524	4,225.28	.00	113,845.92	10,452.63	91.9%	
TOTAL PARKS ADMINISTRATION	177,900	306,424	149,966.82	.00	121,053.37	35,403.64	88.4%	
TOTAL GENERAL FUND	177,900	306,424	149,966.82	.00	121,053.37	35,403.64	88.4%	
TOTAL REVENUES	-423,330	-423,330	-264,480.54	.00	.00	-158,849.46		
TOTAL EXPENSES	601,230	729,754	414,447.36	.00	121,053.37	194,253.10		

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	177,900	306,424	149,966.82	.00	121,053.37	35,403.64	88.4%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

ACCOUNTS FOR:			ORIGINAL	REVISED				AVAILABLE	PCT
001	GENERAL FUND		APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
0017022 PARKS GROUNDS & FACILITIES									
0017022	450311	MUZZY FIELD RENTALS	-30,000	-30,000	-29,196.25	.00	.00	-803.75	97.3%*
0017022	450321	RENTALS	-21,000	-21,000	-8,674.08	.00	.00	-12,325.92	41.3%*
0017022	450322	CONCESSION & MISC	-7,000	-7,000	-4,274.65	.00	.00	-2,725.35	61.1%*
0017022	514000	REGULAR WAGES & SAL	1,246,415	1,246,415	729,792.15	.00	.00	516,622.85	58.6%
0017022	515100	OVERTIME WAGES & SA	120,000	120,000	55,379.87	.00	.00	64,620.13	46.1%
0017022	515200	PARTTIME WAGES & SA	52,000	52,000	31,903.25	.00	.00	20,096.75	61.4%
0017022	541000	PUBLIC UTILITIES	100,000	100,000	67,839.49	.00	32,160.51	.00	100.0%
0017022	541100	WATER & SEWER CHARG	45,000	45,000	75,297.74	.00	4,702.25	-34,999.99	177.8%*
0017022	542140	REFUSE	17,000	17,000	5,301.25	.00	4,057.95	7,640.80	55.1%
0017022	543000	REPAIRS & MAINTENAN	55,000	120,000	98,496.67	.00	18,034.61	3,468.72	97.1%
0017022	543100	MOTOR VEHICLE SERVI	11,000	11,000	1,533.81	.00	4,577.09	4,889.10	55.6%
0017022	561400	MAINT SUPPLIES & MA	100,000	100,000	44,973.25	.00	46,450.41	8,576.34	91.4%
0017022	562100	HEATING OIL	16,500	16,500	8,841.14	.00	7,658.86	.00	100.0%
0017022	562200	NATURAL GAS	1,000	1,000	991.94	.00	1,008.06	-1,000.00	200.0%*
0017022	562600	MOTOR FUELS	37,000	37,000	19,155.76	.00	540.93	17,303.31	53.2%
0017022	563000	MOTOR VEHICLE PARTS	25,000	25,000	6,345.59	.00	6,106.49	12,547.92	49.8%
0017022	563100	TIRES	5,000	5,000	4,554.00	.00	446.00	.00	100.0%
0017022	570905	SMALL EQUIPMENT	10,000	10,000	2,584.43	.00	1,000.00	6,415.57	35.8%
0017022	581120	CONFERENCES & MEMBE	6,500	6,500	4,334.35	.00	2,850.00	-684.35	110.5%*
0017022	581200	VANDALISM	4,000	4,000	308.98	.00	91.02	3,600.00	10.0%
TOTAL PARKS GROUNDS & FACILITIES			1,793,415	1,858,415	1,115,488.69	.00	129,684.18	613,242.13	67.0%
TOTAL GENERAL FUND			1,793,415	1,858,415	1,115,488.69	.00	129,684.18	613,242.13	67.0%
TOTAL REVENUES			-58,000	-58,000	-42,144.98	.00	.00	-15,855.02	
TOTAL EXPENSES			1,851,415	1,916,415	1,157,633.67	.00	129,684.18	629,097.15	

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	1,793,415	1,858,415	1,115,488.69	.00	129,684.18	613,242.13	67.0%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

ACCOUNTS FOR:	ORIGINAL	REVISED					AVAILABLE	PCT
001 GENERAL FUND	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL	
0017023 RECREATION								
0017023 450105 PROGRAM FEES	-293,000	-293,000	-246,700.32	.00	.00	-46,299.68	84.2%*	
0017023 514000 REGULAR WAGES & SAL	141,325	141,325	83,967.52	.00	.00	57,357.48	59.4%	
0017023 515100 OVERTIME WAGES & SA	500	500	195.58	.00	.00	304.42	39.1%	
0017023 515200 PARTTIME WAGES & SA	355,000	355,000	243,071.98	.00	.00	111,928.02	68.5%	
0017023 531000 PROFESSIONAL FEES &	130,000	130,000	107,891.28	.00	18,795.00	3,313.72	97.5%	
0017023 561800 PROGRAM SUPPLIES	32,000	32,000	4,663.56	.00	7,814.42	19,522.02	39.0%	
0017023 581120 CONFERENCES & MEMBE	3,000	3,000	3,693.44	.00	.00	-693.44	123.1%*	
TOTAL RECREATION	368,825	368,825	196,783.04	.00	26,609.42	145,432.54	60.6%	
TOTAL GENERAL FUND	368,825	368,825	196,783.04	.00	26,609.42	145,432.54	60.6%	
TOTAL REVENUES	-293,000	-293,000	-246,700.32	.00	.00	-46,299.68		
TOTAL EXPENSES	661,825	661,825	443,483.36	.00	26,609.42	191,732.22		

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	368,825	368,825	196,783.04	.00	26,609.42	145,432.54	60.6%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
001 GENERAL FUND	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
0017024 AQUATICS							
0017024 450103 POOL CHARGES	-225,000	-225,000	-178,052.66	.00	.00	-46,947.34	79.1%*
0017024 514000 REGULAR WAGES & SAL	219,460	219,460	108,149.76	.00	.00	111,310.24	49.3%
0017024 515100 OVERTIME WAGES & SA	5,000	5,000	5,312.00	.00	.00	-312.00	106.2%*
0017024 515200 PARTTIME WAGES & SA	515,000	515,000	362,553.61	.00	.00	152,446.39	70.4%
0017024 517000 OTHER WAGES	0	0	48.51	.00	.00	-48.51	100.0%*
0017024 531000 PROFESSIONAL FEES &	8,500	8,500	3,842.50	.00	2,285.00	2,372.50	72.1%
0017024 541000 PUBLIC UTILITIES	53,000	53,000	8,249.21	.00	36,750.79	8,000.00	84.9%
0017024 541100 WATER & SEWER CHARG	18,000	18,000	17,817.63	.00	3,932.37	-3,750.00	120.8%*
0017024 543000 REPAIRS & MAINTENAN	25,000	43,777	42,326.96	.00	10,509.13	-9,059.09	120.7%*
0017024 561400 MAINT SUPPLIES & MA	30,000	30,000	30,118.54	.00	13,624.57	-13,743.11	145.8%*
0017024 561800 PROGRAM SUPPLIES	15,000	15,000	5,744.56	.00	7,138.49	2,116.95	85.9%
0017024 562100 HEATING OIL	6,000	6,000	306.20	.00	5,693.80	.00	100.0%
0017024 562200 NATURAL GAS	35,000	35,000	13,987.99	.00	21,012.01	.00	100.0%
0017024 581120 CONFERENCES & MEMBE	3,000	3,000	1,490.00	.00	.00	1,510.00	49.7%
TOTAL AQUATICS	707,960	726,737	421,894.81	.00	100,946.16	203,896.03	71.9%
TOTAL GENERAL FUND	707,960	726,737	421,894.81	.00	100,946.16	203,896.03	71.9%
TOTAL REVENUES	-225,000	-225,000	-178,052.66	.00	.00	-46,947.34	
TOTAL EXPENSES	932,960	951,737	599,947.47	.00	100,946.16	250,843.37	

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	707,960	726,737	421,894.81	.00	100,946.16	203,896.03	71.9%

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

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

ACCOUNTS FOR:	ORIGINAL	REVISED				AVAILABLE	PCT
132 PINE LAKE ADVENTURE PARK FUND	APPROP	BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	BUDGET	USE/COL
1321032 PINE LAKE ADVENTURE PARK							
1321032 422004 CHALLENGE COURSE FE	-51,750	-51,750	-4,444.00	.00	.00	-47,306.00	8.6%*
1321032 460000 INTEREST INCOME	0	0	-404.34	.00	.00	404.34	100.0%
1321032 515300 SEASONAL WAGES	29,450	29,450	6,175.00	.00	.00	23,275.00	21.0%
1321032 531000 PROFESSIONAL FEES &	17,000	17,000	662.70	.00	.00	16,337.30	3.9%
1321032 557700 ADVERTISING	1,500	1,500	1,107.63	.00	.00	392.37	73.8%
1321032 561400 MAINT SUPPLIES & MA	1,350	1,350	.00	.00	.00	1,350.00	.0%
1321032 561800 PROGRAM SUPPLIES	950	950	.00	.00	.00	950.00	.0%
1321032 581120 CONFERENCES & MEMBE	1,500	1,500	.00	.00	.00	1,500.00	.0%
TOTAL PINE LAKE ADVENTURE PARK	0	0	3,096.99	.00	.00	-3,096.99	100.0%
TOTAL PINE LAKE ADVENTURE PARK FU	0	0	3,096.99	.00	.00	-3,096.99	100.0%
TOTAL REVENUES	-51,750	-51,750	-4,848.34	.00	.00	-46,901.66	
TOTAL EXPENSES	51,750	51,750	7,945.33	.00	.00	43,804.67	

YEAR-TO-DATE BUDGET REPORT

FOR 2025 13

	ORIGINAL APPROP	REVISED BUDGET	YTD ACTUAL	MTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	0	0	3,096.99	.00	.00	-3,096.99	100.0%

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



Officers

Susan D. Sadecki
President & CEO

Daniel J. Daigle
Chair of the Board

Kathryn C. Reinhard
Vice-Chair

William R. Micari
Secretary

Kyle S. Biddick
Treasurer

Scott F. Fournier
Past Board Chair

Directors

Megan E. Albanese

Jarre B. Betts

Wyland Dale Clift

Brent T. Davenport

Virginia Fitzgerald

Paula A. Knight

Andrea Lanese

Mark D. Malley

Mark Moriarty

Jennifer O'Connor

Suzanne M. Passini

John-David Scarritt

Michael F. Sweeney

Andrea Wasley

Rebecca B. Zappone

Founders

Sherwood Anderson

Carlyle F. Barnes

Thomas O. Barnes

Delores Capers

Ann Clark

Terry B. Fletcher

Edward P. Lorensen

Robert S. Merriman

David J. Preleski

Jeanne E. Radcliff

John E. Smith

Christopher Ziogas

February 5, 2025

Mr. Joshua Medeiros Ed.D

City of Bristol Parks, Recreation, Youth and Community Services
111 North Main Street
Bristol, CT 06010-8107

Re: Samuel Goodsell Park and Playground Fund

Dear Josh:

Enclosed please find the un-audited 2024 fund statement for the fund named above at Main Street Community Foundation (MSCF). We would like to thank you once again for allowing MSCF to assist you with your charitable giving goals.

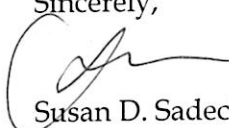
The 2024 net investment return for endowed funds included in the MSCF portfolio was 10.24%. The Board of Directors continues to monitor the investment portfolio closely to ensure that our investment policy meets its goal of balancing current year grant-making needs with long-term endowment growth. This investment strategy, combined with our disciplined spending policy, has proven sound over time.

This statement is formatted to provide you a summary of the fund's activity during 2024 including any grants distributed from the fund. Any questions regarding your fund statement can be directed to Rhonda Pilkington, Director of Finance or me by calling our office at 860-583-6363.

Additionally, the Board of Directors approved a 5.25% spending policy for 2025 and a copy of the spending policy is available upon request.

We value the confidence you have placed in the Foundation as well as your commitment to making our community a better place to live for all.

Sincerely,


Susan D. Sadecki, MBA
President & CEO



Samuel Goodsell Park and Playground Fund

For the Twelve Months Ended

December 31, 2024

FUND SUMMARY

Fund Activity	Year-to-Date
BEGINNING FUND BALANCE	\$786,540.89
Investment Returns Gain/(Loss)	78,239.28
Foundation Administrative Fees	(14,219.23)
Grants	(27,010.00)
ENDING FUND BALANCE	\$823,550.94

GRANTS APPROVED

Date	Grantee	Amount
01/12/2024	City of Bristol Parks, Recreation, Youth and Community Services	27,010.00
TOTAL GRANTS		\$27,010.00

Thank you for your continued support!



Officers

Susan D. Sadecki
President & CEO

Daniel J. Daigle
Chair of the Board

Kathryn C. Reinhard
Vice-Chair

William R. Micari
Secretary

Kyle S. Biddick
Treasurer

Scott F. Fournier
Past Board Chair

Directors

Megan E. Albanese

Jarre B. Betts

Wyland Dale Clift

Brent T. Davenport

Virginia Fitzgerald

Paula A. Knight

Andrea Lanese

Mark D. Malley

Mark Moriarty

Jennifer O'Connor

Suzanne M. Passini

John-David Scarritt

Michael F. Sweeney

Andrea Wasley

Rebecca B. Zappone

Founders

Sherwood Anderson

Carlyle F. Barnes

Thomas O. Barnes

Delores Capers

Ann Clark

Terry B. Fletcher

Edward P. Lorensen

Robert S. Merriman

David J. Preleski

Jeanne E. Radcliff

John E. Smith

Christopher Ziogas

February 5, 2025

Mr. Joshua Medeiros Ed.D

City of Bristol Parks, Recreation, Youth and Community Services

111 North Main Street

Bristol, CT 06010-8107

Re: Friends of Bristol Parks and Recreation Fund

Dear Josh:

Enclosed please find the un-audited 2024 fund statement for the fund named above at Main Street Community Foundation (MSCF). We would like to thank you once again for allowing MSCF to assist you with your charitable giving goals.

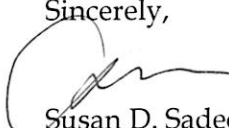
The 2024 net investment return for endowed funds included in the MSCF portfolio was 10.24%. The Board of Directors continues to monitor the investment portfolio closely to ensure that our investment policy meets its goal of balancing current year grant-making needs with long-term endowment growth. This investment strategy, combined with our disciplined spending policy, has proven sound over time.

This statement is formatted to provide you a summary of the fund's activity during 2024 including any grants distributed from the fund. Any questions regarding your fund statement can be directed to Rhonda Pilkington, Director of Finance or me by calling our office at 860-583-6363.

Additionally, the Board of Directors approved a 5.25% spending policy for 2025 and a copy of the spending policy is available upon request.

We value the confidence you have placed in the Foundation as well as your commitment to making our community a better place to live for all.

Sincerely,


Susan D. Sadecki, MBA
President & CEO



Friends of Bristol Parks and Recreation Fund

For the Twelve Months Ended

December 31, 2024

FUND SUMMARY

Fund Activity	Year-to-Date
BEGINNING FUND BALANCE	\$44,099.48
Gifts and Contributions	14,368.02
Investment Returns Gain/(Loss)	4,952.76
Foundation Administrative Fees	(906.92)
Grants	(5,000.00)
ENDING FUND BALANCE	\$57,513.34

GRANTS APPROVED

Date	Grantee	Amount
09/13/2024	City of Bristol Parks, Recreation, Youth and Community Services	5,000.00
TOTAL GRANTS		\$5,000.00

Thank you for your continued support!



25-27' Strategic Plan Year 1 Approach

Board of Park Commissioners

February 19, 2025

Year 1 (2025) Approach

After a 10-month engagement process the 2025-2027 Strategic Plan was adopted by the Board of Park Commissioners in December of 2024. The following is the draft action plan for how we are approaching the work in year 1 with an initial focus on collecting the baseline data needed for our Measures of Success. The baseline data will allow staff to more accurately reflect on current conditions which will provide opportunity to refine the measures of success and prioritize which activities to engage in first. The baseline data will also allow us to begin tracking our progress year after year in order to measure the impact of our work.

Q1 (January-March)	Q2 (April-June)	Q3 (July-September)	Q4 (October-December)
- Begin to develop the data collection tools needed for our strategic plan baseline data collection via a Data Development Team (see Appendix A) - Initiate the work of <i>Objective 4.3</i> via the Parks Board Fund Development Committee to lay the groundwork for formation of a 501c3 foundation to serve as the philanthropic arm of BPRYCS	- Present the data collection tools to the Board of Park Commissioners for input and adoption - Re-initiate the work of <i>Objective 1.3</i> via the Parks Board Policy Committee to continue to advance the work towards CAPRA	- Launch the data collection process and begin to collect data throughout the summer when the parks are in peak season - Review the data and refine the measures of success in late Q3 as appropriate - Present the data findings to the Board of Park Commissioners and provide opportunity for commissioner input into priority activities based on data results	- Incorporate the priority activities into the FY27 Budget via the Parks Finance Committee as appropriate - Activate the SPOTs to engage in the work for priority activities. Develop a timeline for completion for Year 2 (2026) and begin to determine which activities are secondary priorities for Year 3 (2027).

Appendix A: Baseline Data Needed for Measures of Success

- Annual Employee Survey (Objective 1.1)
- Divisional Key Performance Indicators (KPI) (Objective 1.1)
- Annual Parks Satisfaction Survey (Objective 1.2)
- Program Registration Enrollment Database (Objective 1.2)
- CAPRA Workbook (Objective 1.3)
- City of Bristol Demographics and census block Data (Objective 2.1)
- ADA Audit (Objective 2.2)
- Special Needs & Disabilities Disclosure Data (Objective 2.2)
- Commission Demographics and Board Member Profiles (Objective 2.3)
- Program Participant Satisfaction Data (Objective 3.1)
- “Green” Program Registration Data (Objective 3.2)
- Department Budget Allocations organized by 7-Dimensions of Well-Being Framework (Objective 3.3)
- Community Engagement Data (Objective 4.1)
- Volunteer Data (Objective 4.2)

Page Park Progress Update

Board of Park Commissioners

FEBRUARY 19, 2025



AGENDA

01

Construction Progress

02

Schedule

03

Financials

04

Phase 2

Phase 1

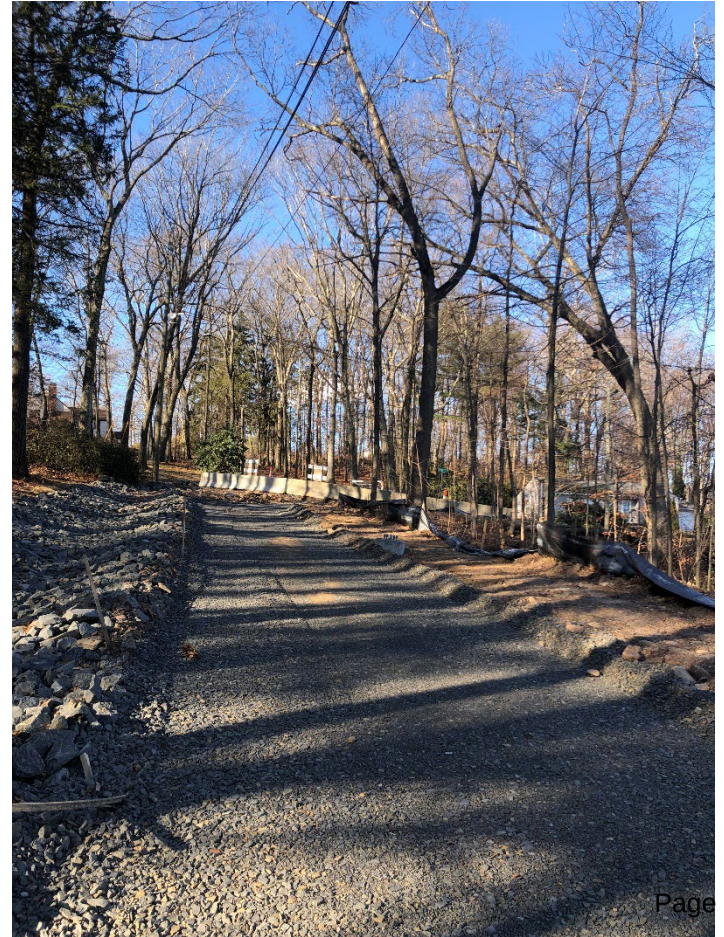


Construction Progress





Construction Progress



Construction Progress



Construction Progress



Construction Progress



Schedule

Task	Date Started*
Mobilization/Demolition/S&E Controls	October 2024
Sewer/Water Main	November 2024
Multi Use Trail/Light Bases	November 2024
Disc Golf/Tennis Parking	January 2025
Pickleball/Shade Structure	April 2025
Dam/Culvert/Spillway/Stream-Pending CT DEEP/ACOE	April 2025 (July 2025)
Concrete/Paving	Spring/Summer 2025
Landscaping	Fall 2025
Substantially Complete	November 30, 2025
Contract Completion	April 15, 2026

As of February 1, 2025	Value
Contract Value	\$ 4,994,000
Change Orders:	
Rock Removal	\$ 30,000
Total Completed	\$ 864,019
5% Retainage	\$ 43,200
Balance to Finish	\$ 4,159,981
17% Completed	

Phase 2





Thank you!
Questions?

westonandsampson.com

January 28, 2025

712 Brook Street, Suite 103, Rocky Hill, CT 06067
Tel: 860.513.1473

Dr. Joshua T. Medeiros, Ed.D., CPRE
Superintendent of Parks, Recreation, Youth & Community Services
City of Bristol
51 High Street
Bristol, CT 06010

Re: **Renovations & Improvements at Page Park | Contract Amendment #4 for Phase 2 Services**

Dear Dr. Medeiros:

It has been a rewarding experience to collaborate with the City of Bristol on the revitalization of Page Park. These enhancements will undoubtedly bring significant benefits to the community, particularly those who enjoy the park. We are grateful for the opportunity to submit this amendment to our contract, encompassing phase two 100% design and bidding documents and construction administration services.



SCOPE OF SERVICES

Task 1: Phase 2 100% Design and Bidding Documents (6 months):

Scope:

- Create a bid set package including plans, details and technical specifications for area outlined above in yellow.
- Integrate conditions of approval from state and federal permit agencies.
- Incorporate Phase 1 construction changes.
- Extend water line to pavilion building.
- Attend a public engagement meeting organized by Parks & Recreation to review the play area design.
- The piped crossing on the west side of the pond will be replaced with a bridge to span the watercourse.
- Revise pond overlook decking and railing material selection.
- Lighting fixtures adjacent to the road will include an outlet that will be powered on with the light.
- Provide a professional cost estimate.
- Quality and Code Review

When the Phase 2 documents are substantially complete, the documents will be presented to city representatives, and then submitted for your review and consideration. We anticipate that these design documents will represent a 100% complete level. After the receipt of final comments from city representatives, we will prepare final bidding documents. Weston & Sampson personnel will provide supplemental information for the city to incorporate into their standard front-end specifications. Weston & Sampson will furnish plans and technical specifications in electronic formats.

Task 2: Bidding Assistance (2 months):

Weston & Sampson will attend a pre-bid conference and answer written inquiries of prospective bidders during the bid period. We will furnish information necessary to issue required Addenda. Upon the receipt of bids, Weston & Sampson will coordinate with city representatives and make a recommendation for award. We will attend a pre-award conference with the apparent low bidder prior to award of contract.

Task 3: Construction Administration (18 months):

Standard Services

- Attendance at pre-construction meeting
- Attendance at monthly construction meetings
- Meeting notes
- Shop drawing review and processing (We will review submittals two times: once upon original submission and a second time if we require corrections. Performing any review of a submittal for the third time or greater we will bill toward additional work and the contractor will reimburse the city per the specification.)
- Coordination with general contractor and subcontractor(s) including providing CAD files, phone calls, emails, and RFIs
- Pay application review and approval
- Coordination with manufacturer's representatives, material suppliers and other vendors to review compliance of submittals and products conform to specifications
- Clerk-of-work service to include a site visit twice per month to observe work progress and prepare a field report (for budgetary purposes we assume one of those visits coincides with the monthly construction meeting).
- Client and project management
- Review of test reports from third-party testing agency
- Punch List for substantial completion and final close-out
- Closeout documents
- Issuance of sketch plans and other clarifying documents

Additional Services

- Additional work including change order requests, review of submittals other than specified, review of submittals beyond the second review, and negotiation/confirmation of pricing to be billed hourly from the budgeted amount included. Weston & Sampson will notify the city when 75% of the budget has been incurred and negotiate additional fees if warranted.

Task 4: Stormwater General Permit (SWGP) Inspections (33 months):

As required by the Connecticut Department of Energy and Environmental Protection (CTDEEP) Stormwater general permit, Weston & Sampson will inspect, make recommendations for repairs, and document conditions pertaining to sedimentation and erosion control measurements for the duration of the construction. We will also provide administrative services pertaining to the SWGP. The following is an outline of the required tasks:

- Plan implementation site inspections (2)
- Routine weekly site inspections (78)

- Closeout (1)
- Post-construction monthly site inspections (15)

Task 5: Rock Excavation Classification:

We anticipate the proposed improvements will expose rock during earthwork operations of which will need to be excavated. If rock is encountered, we will confirm it meets the definition of rock and verify the quantity that the contractor provides in a change order. We included six site visits to perform this work.

Task 6: Sub-consultant Construction Phase Services for Electrical (18 months)

The electrical engineer sub-consultant will be responsible for the following services:

- Shop drawing review and processing.
- Coordination with the general contractor and subcontractor(s)
- Coordination with manufacturer's representatives, material suppliers and other vendors
- Two site visits including one at substantial completion, and one at final closeout.
- Issuance of sketch plans and other clarifying documents

Additional Services

- Additional work (change order) requests, review of submittals other than specified, and negotiation/confirmation of pricing to be billed hourly from the budgeted amount included.

To complete the Scope of Services as outlined above we propose a fee of **\$499,900** as detailed in the chart below. This estimate is based on our current understanding and knowledge of the task. We will notify you promptly should we encounter any unexpected site conditions or further information that would modify this estimate.

Fee Schedule:

Task	Lump Sum
1: Phase 2 Bidding Documents (6 months)	
1a: Modify full build plans for Phase 2	\$136,000
1b: Bridge Design	\$20,000
1c: Professional Cost Estimate	\$8,200
1d: Electrical Sub Consultant	\$9,800
2: Bidding Assistance (2 months)	\$29,000
3: Construction Administration (18 months)	\$199,000
3A: Additional Work Budget (Not to exceed)	\$20,000
4: Stormwater General Permit (SWGP) Inspections (33 months)	\$63,000
5: Rock Excavation Classification	\$6,400
6: Sub-consultant Construction Phase Services for Electrical (18 months)	\$8,500
Total Fee	\$499,900

*Construction Special Inspections and Testing Services paid for by the city. Roger Rousseau, Purchasing Agent, informed me the city has a contract with IMTL (Independent Materials Testing Laboratories, Inc.).

We appreciate this opportunity to continue to serve the City of Bristol with this very exciting project. This amendment to our contract is subject to the terms and conditions dated November 18, 2021. If you have any questions, please don't hesitate to call.

Sincerely,

WESTON & SAMPSON ENGINEERS, INC.



Cheri Ruane, FASLA

Vice President | Landscape Architecture



Ryan Chmielewski, RLA

Team Leader | Landscape Architecture

Please acknowledge your acceptance of the scope of work and fee schedule identified herein by signing below and by signing and returning one copy of the attached terms and conditions.

Accepted by: _____

Date:

\\\\wse03.local\\WSInc\\Marketing_MarketingResources\\Proposals\\2024\\CT\\Bristol, CT - Page Park Phase 2\\2025.01.28-
PageParkAmendment4.docx

SCOUTING EVENT PROPOSAL – MEMORIAL DAY WEEKEND

Friday, May 23, 2025	
5pm-7pm	Campsite Setup
7pm-8:30pm	Cemetery Flags Luminary Ceremony Veteran Meet and Greet
9pm	
10pm	Lights Out

Saturday, May 24, 2025					
6am-9am	Wake Up / Breakfast				All Day Activities
9am-11:30am	Merit Badges	Activity Pins / Belt Loops	Visit Community Emergency Response Team (CERT) Visit Police Department / Fire Station / Bristol Hospital		Fishing Recruitment Table
11:30am-1pm	Lunch				Donation Collection:
1pm-4:30pm	Merit Badges (cont. as needed)	Archery	Robotics Club	Gaga Ball Tournament	Soup Kitchens / Homeless Shelters / Veterans
4:30pm-6:30pm	Dinner / invite to elected officials for meet and greet				Cooking Demo
6:30pm-9pm	Tours / Group Activities				Military Climbing Wall
	Bristol Library	Clock Museum	Historical Society	Carousel Museum	First Aid / CPR Course
10pm	Lights Out				

Sunday, May 26, 2025		
6am-9am	Wake Up / Breakfast	
9am-11am	Scout History Midway	Community Service cleanup monuments on the boulevard or other locations
11am-12:30pm	Lunch	
12:30pm-1pm	Forestville Memorial Ceremony	
1pm-4pm	Forestville Parade	
4:30pm-6:30pm	Dinner	
6:30pm-9pm	Orienteering Courses	Movie
10pm	Lights Out	

Monday, May 27, 2025	
6am-8:30am	Wake Up / Breakfast
8:30am-10am	Parade Prep / Meet on Hope St.
10am-12pm	Bristol Parade and Memorial Ceremony
12pm	Break Down Camp / Go Home

Logistic Discussions:

- Parking / drop off location (see map).
 - Tenting locations and space to operate (see map).
 - Water access:
 - Hose on the side of BAIMS or is there a spigot available on the boulevard?
 - Bathrooms / Port-O-Lets
 - Female, male, and accessibility options.
 - Insurance
 - Public participation
 - Security, safety, and medical:
 - Can a patrol car be parked nearby to deter any issues or assist in any immediate needs?
 - Weather needs
 - Costs / fees from town
 - Movie screen
 - Cooking restrictions
 - Trash / dish water disposal
 - Campfire

SCOUTING EVENT PROPOSAL – MEMORIAL DAY WEEKEND



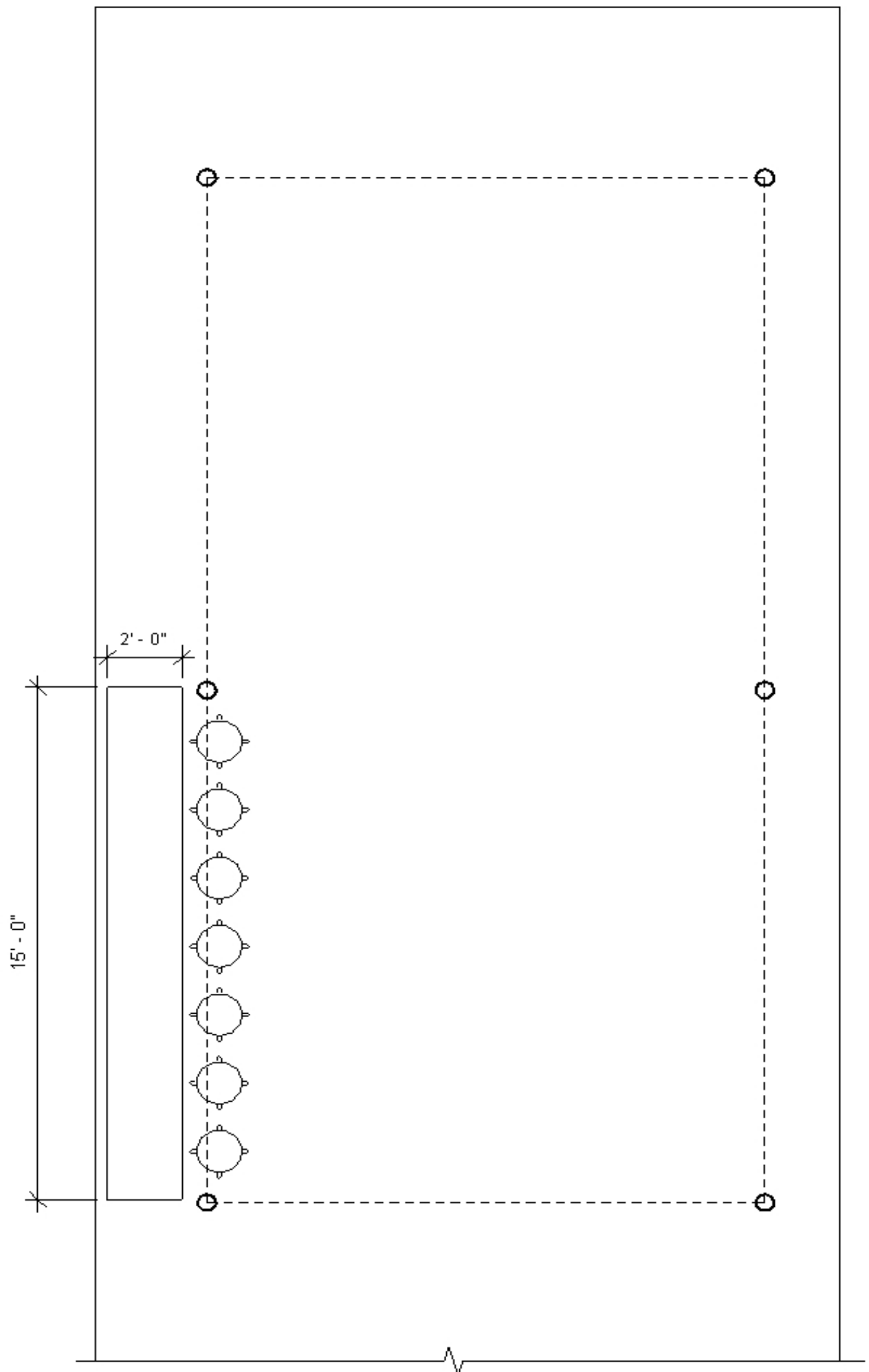
Parking Options:

- 1:** Parking option for all participants, particularly for site A. A bit far for sites B and C to monitor and access trailers.
- 2:** Trailer parking only for close access for sites B and C. Parking lot is small and difficult to maneuver trailers. General vehicle parking in 1.
- 3:** Drop off location for day visitors. Not a great to monitor and access the trailers or general parking up on the hill.
- 4:** Park trailers only along the boulevard for ease of access and monitoring from sites B and C, though East of ceremony areas. General vehicle parking in 1.

Campsite / Setup Options:

- A:** Great open site. No view of the ponds to monitor scouts fishing. Good to monitoring trailers and vehicles in lot 1.
- B:** Troops tent in groups along the sidewalk starting closer to the ponds and working towards East St. and boulevard intersection. Park troop trailers along the boulevard ponds east of the monuments in area 4. Nice location and a good visual showing of support to all those coming to the parade, monitoring scouts fishing, and may be enough space for activities, though may need to use site C for host other activities.
- C:** Troops tent within the trees, nice location. Good view of monitoring scouts fishing and space for activities. Park troop trailers along the boulevard ponds East of the monuments in area 4. A distant view of scouts' participation for those attending the parade.







Bristol Blue Exhibition Game

Permit #: 5080

Applicant:

Bristol Blues Baseball
Jordan Scheiner
357 North Main St
Bristol CT 06010

Created By: Sarah Larson

Created On: 2/10/2025 11:56:11 AM

Applicant Phone: (203) 981-8331

Location	Date	Times
Muzzy Field	Sun, June 01, 2025	12:00 PM - 04:00 PM *
Muzzy Field	Mon, June 02, 2025	12:00 PM - 04:00 PM *

Special Conditions

\$50/hr staffing fee to be billed following the game

* Times TBD



Bristol Blues Game

Permit #: 5078

Applicant:

Bristol Blues Baseball
Jordan Scheiner
357 North Main St
Bristol CT 06010

Created By: Sarah Larson

Created On: 2/10/2025 11:46:37 AM

Applicant Phone: (203) 981-8331

Location	Date	Times
Muzzy Field	Fri, June 06, 2025	02:00 PM - 09:30 PM
Muzzy Field	Sun, June 08, 2025	12:30 PM - 08:00 PM
Muzzy Field	Thu, June 12, 2025	02:00 PM - 09:30 PM
Muzzy Field	Fri, June 13, 2025	02:00 PM - 09:30 PM
Muzzy Field	Sun, June 15, 2025	12:30 PM - 08:00 PM
Muzzy Field	Wed, June 18, 2025	02:00 PM - 09:30 PM
Muzzy Field	Sat, June 21, 2025	02:00 PM - 09:30 PM
Muzzy Field	Sun, June 22, 2025	12:30 PM - 08:00 PM
Muzzy Field	Wed, June 25, 2025	02:00 PM - 09:30 PM
Muzzy Field	Thu, June 26, 2025	02:00 PM - 09:30 PM
Muzzy Field	Sun, June 29, 2025	12:30 PM - 08:00 PM
Muzzy Field	Mon, June 30, 2025	02:00 PM - 09:30 PM
Muzzy Field	Wed, July 02, 2025	02:00 PM - 09:30 PM
Muzzy Field	Fri, July 04, 2025	12:30 PM - 08:00 PM
Muzzy Field	Tue, July 08, 2025	02:00 PM - 09:30 PM
Muzzy Field	Sat, July 12, 2025	02:00 PM - 09:30 PM
Muzzy Field	Sun, July 13, 2025	12:30 PM - 08:00 PM
Muzzy Field	Wed, July 16, 2025	02:00 PM - 09:30 PM
Muzzy Field	Sat, July 19, 2025	02:00 PM - 09:30 PM
Muzzy Field	Wed, July 23, 2025	02:00 PM - 09:30 PM
Muzzy Field	Sat, July 26, 2025	02:00 PM - 09:30 PM
Muzzy Field	Tue, July 29, 2025	02:00 PM - 09:30 PM



Bristol Blues Fireworks

Permit #: 5082

Applicant:

Bristol Blues Baseball
Jordan Scheiner
357 North Main St
Bristol CT 06010

Created By: Sarah Larson

Created On: 2/10/2025 11:59:39 AM

Applicant Phone: (203) 981-8331

Location

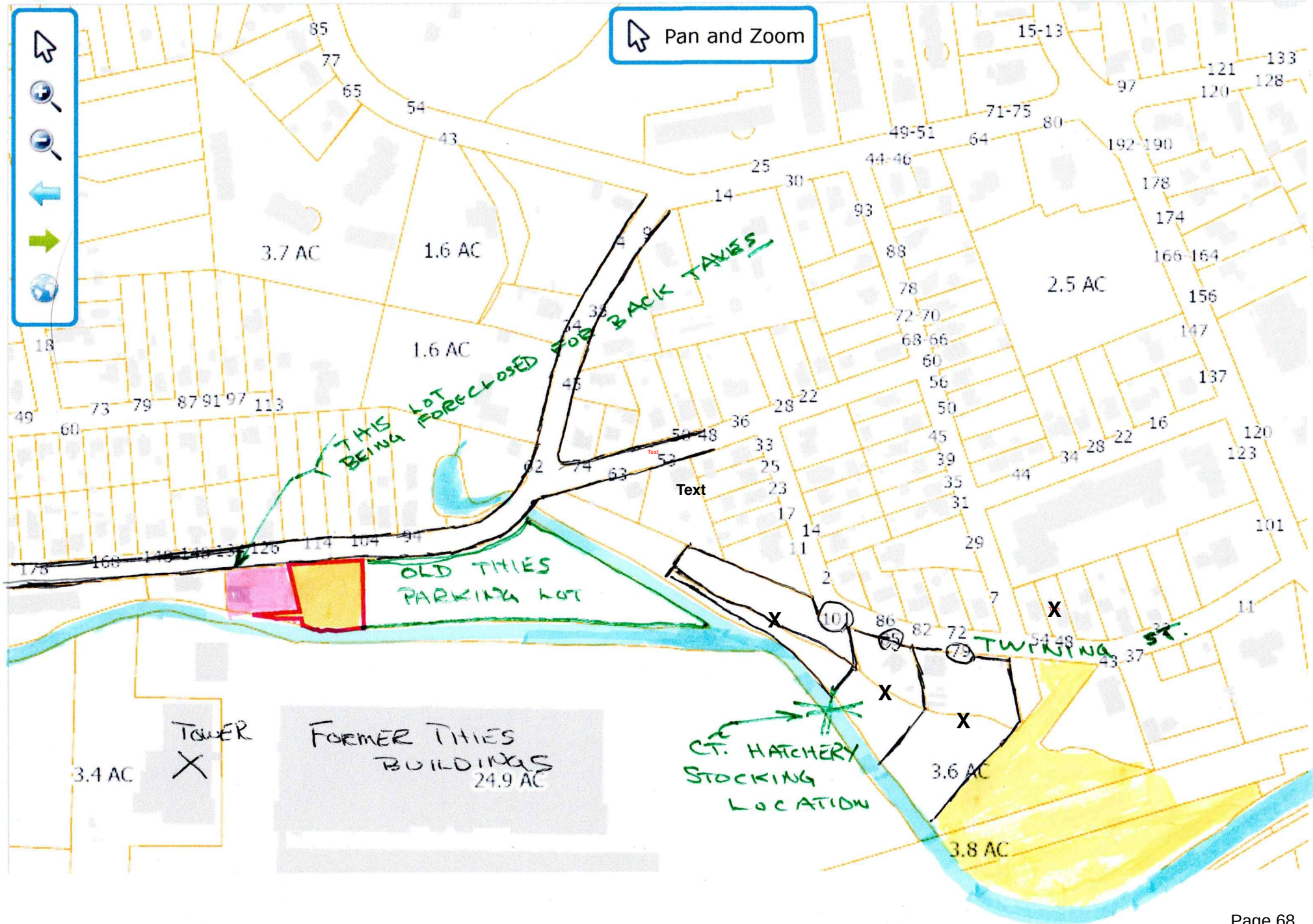
Rockwell Park

Date

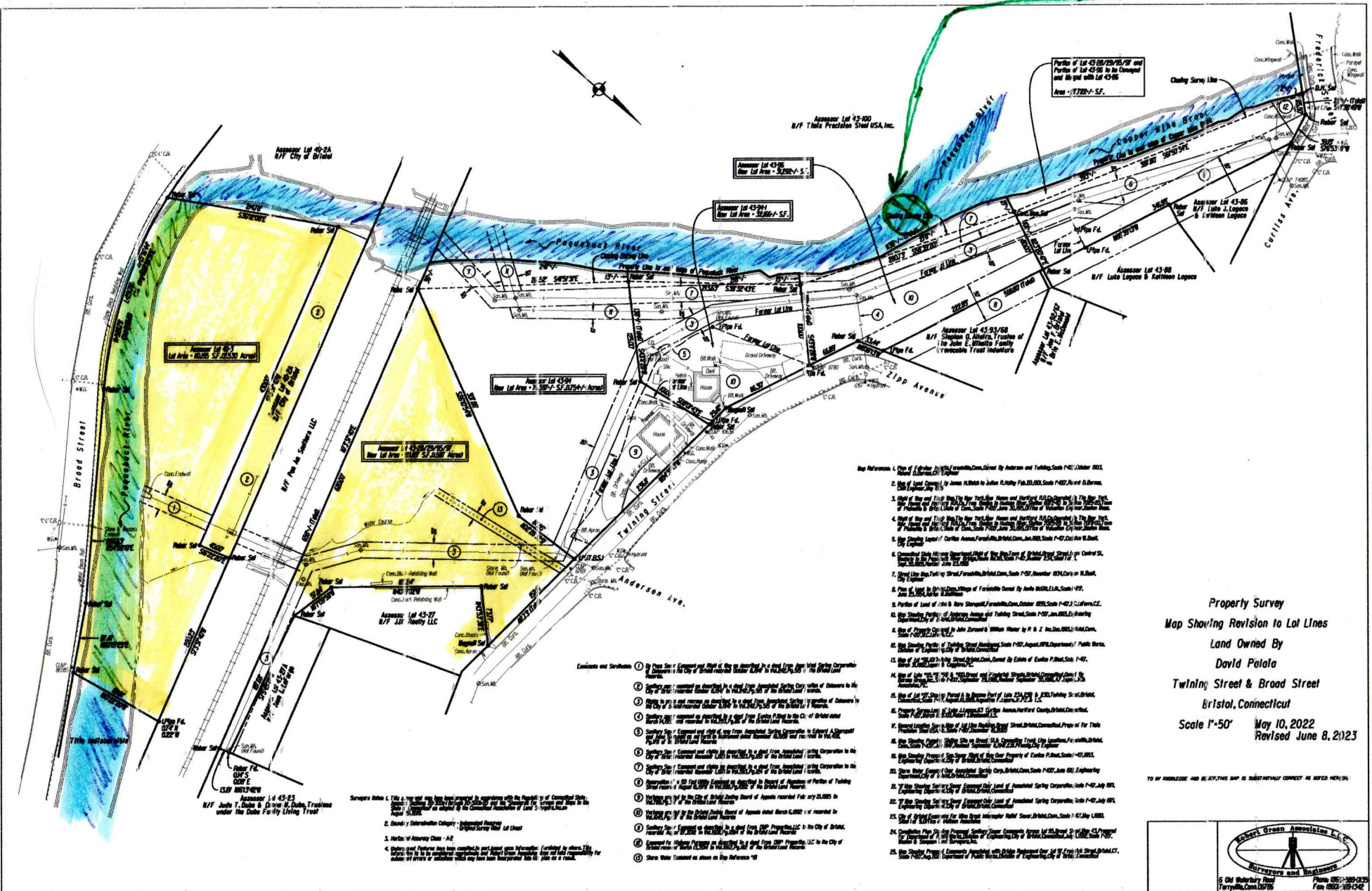
Sat, July 19, 2025

Times

12:00 PM - 11:00 PM

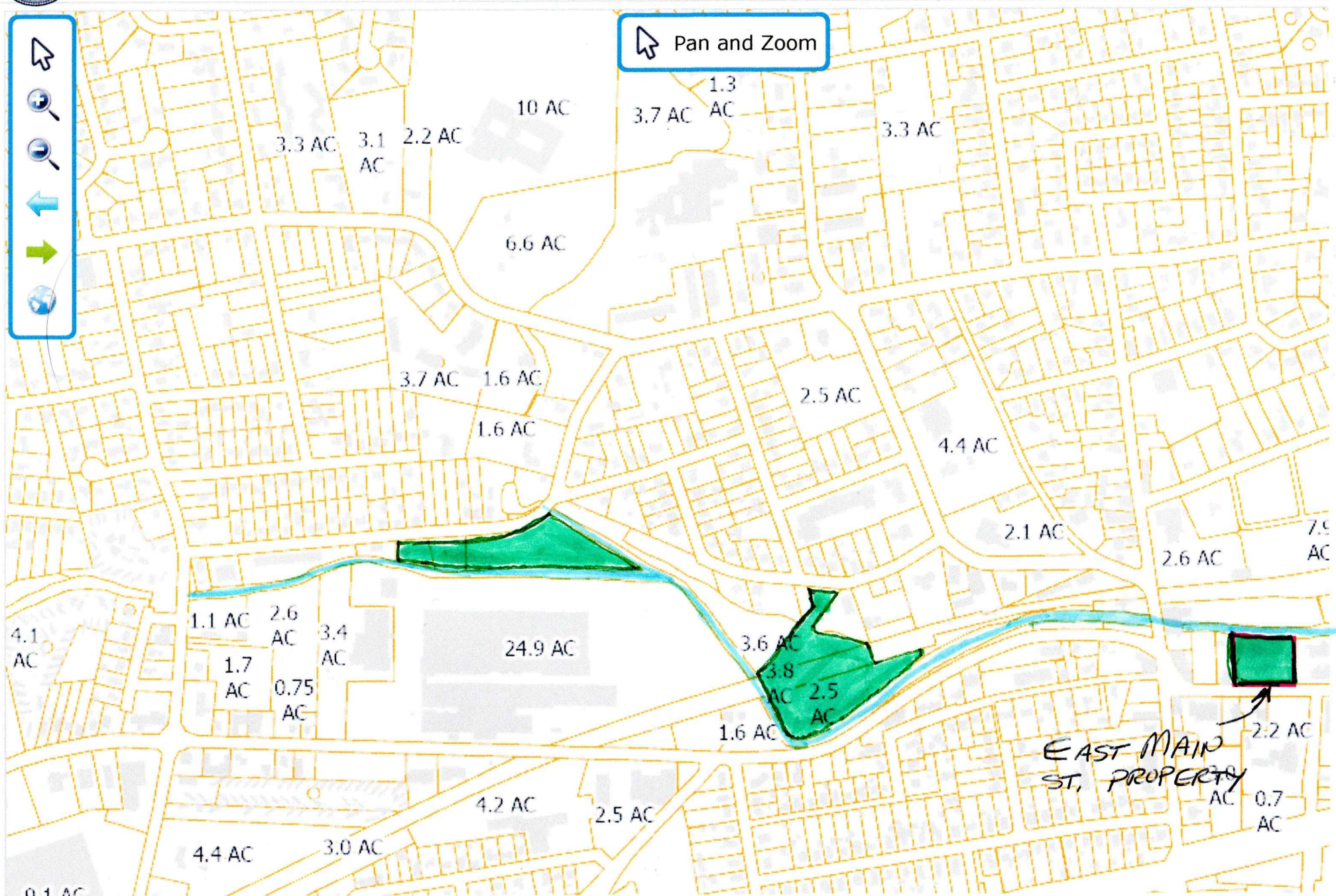


STOCKING LOCATION CT. DEEP





Bristol, CT



Division	Account	Service Cut	Impact	2% Reduction	5% Reduction	
Admin	Professional Fees & Services	Eliminate Rockwell Security Guards	Safety/security issues at Rockwell may persist	\$28,080	\$28,080	
Admin	Arts & Culture Commission	Reduce/Eliminate funding for Arts & Culture Comm.	Reduced or eliminated public art projects and initiatives	\$5,000	\$15,000	
Parks	Part-Time Wages	Reduce/Eliminate summer laborers	Reduced help will slow down maintenance in the busy summer months	\$27,000	\$52,000	
Parks	Small Equipment	Reduce small equipment (snow blower, push mowers)	Equipment is outdated or may die which will slow maintenance functions	\$0	\$5,000	
Recreation	Professional Fees & Services	Reduce # of summer concerts offered at RW Park	Community members are used to 8 free shows in the summer. Popular activity	\$2,500	\$2,500	
Recreation	Part-Time Wages	Eliminate Teen & PreSchool Camps only offer 6-12yrs	Families rely on summer camp for child care options and to keep kids out of trouble	\$0	\$108,000	*Reduction in revenues associated with this choice
Recreation	Professional Fees & Services	Eliminated trips/entertainment if camps close	Families rely on summer camp for child care options and to keep kids out of trouble	\$0	\$20,000	*Reduction in revenues associated with this choice
Y & Comm Services	Professional Fees & Services	Reduced counseling & youth development programs	At-risk Youth and families in need will not have access to programs	\$5,000	\$10,000	
Aquatics	Part-Time Wages	Reduce hours or close Rockwell Pool for the summer	At-risk families in WestEnd will not receive essential swim programs or cool off	\$14,891	\$82,487	*Full closure at 5%. Reduction in pool revenues associated with this choice
Aquatics	Part-Time Wages	Reduce hours or close Page Pool for the summer	Reduced swim programs and lack of cooling options for Bristol families	\$14,891	\$93,723	*Full closure at 5%. Reduction in pool revenues associated with this choice
				\$97,362	\$416,790	*Would only recommend closing 1 pool, not both



2025 All Heart Parks Advocate of the Year Award Program

The City of Bristol is celebrating its third All Heart Parks Advocate of the Year Award. Mayor Jeffrey Caggiano, the Department of Parks, Recreation, Youth & Community Services, and the Board of Park Commissioners will be recognizing a volunteer(s) in the community that has made significant contributions to improving the quality of the Bristol's Park system. The award recipient will be honored at the May 2025 Board of Park Commissioners Meeting.

CRITERIA:

Nominees for the All Heart Parks Advocate of the Year Award must meet the following criteria to be selected:

- An advocate, volunteer, or unpaid official
- An individual shall demonstrate outstanding contributions to parks and recreation in the form of land, money, services, equipment, in-kind labor or other relevant forms of donation or assistance rendered
- An individual that has received financial compensation for services rendered (i.e. employee, vendor) shall not be eligible
- Active commissioners and current elected city officials may not be considered for the award. Past commissioners and city officials may be considered
- Preference shall be given to Bristol residents when applicant credentials are equal, but non-residents that meet the other qualifications may be considered.

The deadline for nominations is March 31, 2025.

Nominations can be mailed to:

Bristol Parks, Recreation, Youth and Community Services
Attention: All Heart Parks Advocate Award
51 High Street
Bristol, CT 06010

Emailed nominations can be sent to:

Subject Line: All Heart Parks Advocate Award
Erica Benoit, Community Engagement Coordinator - Ericabenoit@bristolct.gov

The award recipient will be notified of their selection by April 21, 2025.

Awarded by:

Mayor Jeffrey Caggiano, the Department of Parks, Recreation, Youth and Community Services, and the Board of Park Commissioners

Please be sure to fill out the application completely. This is an award of distinction; the description of the contributions made by the nominee must be clear and quantifiable.

For additional information contact the Parks, Recreation, Youth and Community Services office at (860) 584-6160 or parksandrecreation@bristolct.gov.

Nominator Information:

Individual/Organization Name:

Contact Person:

First Name

Last Name

Phone Number

Email

Nominee Information:

Individual Name:

Phone Number

XXX-XXX-XXXX

Email

example@domain.com

Full Address

Street Address

City

State

Zip

Choose State



Categories of Contributions (select all that apply):

- ☐ Land
- ☐ Money
- ☐ Services
- ☐ Equipment
- ☐ In-Kind Labor
- ☐ Other Donation

Dates of contribution and/or number of hours volunteered (if applicable):

Describe in detail the significant contributions made by this individual to improve the quality of the Bristol park system:

Please include a photo of the nominee to be used during the award presentation and for publicity.

[Click Here to Upload](#)

Thank you for your nomination and recognizing the outstanding parks advocates in Bristol!