City of Bristol
Board of Park Commissioners

INFORMATION TO ACCESS MEETING
https://bristolct-gov.zoom.us/j/81712509452?pwd=indaPfDaVNbIYNh8285k3xMCyPvRbd.1
Agenda

Ladies and Gentlemen:

The regular meeting was held on Wednesday, March 19,2025 at 6:00 PM in Meeting Room 1-2 in City Hall, 111 North Main Street, Bristol, CT 06010.

1. Call to Order

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

a. Pledge of Allegiance

b. Attendance

Members Present:	Robert Fiorito, Vice Chair Sandra Bogdanski, Commissioner Cynthia Donovan, Commissioner Leonard Lamothe, Commissioner Aaron Weber, Commissioner Jacqueline Olsen, City Council Liaison Dr. Joshua Medeiros, Superintendent Sarah Larson, Deputy Superintendent
Absent:	Mayor Jeffrey Caggiano, Chair Robert Lawson, Commissioner Marie O'Brien, Board of Finance Liaison

2. Approval of Minutes

a. Approval of Minutes - February 19, 2025, Regular Meeting Minutes

MOTION: Made by Commissioner Bogdanski to approve the February 19, 2025, Regular Meeting Minutes.
Seconded by Commissioner Donovan, all in favor; motion carried.

3. Public Participation

Chad Simard, Vice President of the Bristol Youth Football and Cheer Board, has presented the plan to install a one (1) inch water main from 101 Lake Avenue that is estimated to be around 207 ft. to the out-building, creating separate water bills for field maintenance and one for the out-building; discussion followed.

MOTION: Made by Commissioner Donovan to conceptually approve the continued research for funding and permitting needed for the proposed water main improvements at Casey Field and refer back to the Board of Parks once completed.
Seconded by Commissioner Bogdanski, all in favor; motion carried.

MOTION: Made by Commissioner Donovan to move up New Business Item 6b.
Seconded by Commissioner Lamothe, all in favor; motion carried.

6b. Consider a Request from UConn MS Student, Charlotte Brennan, for Site Access to Conduct Butterfly Research at Hoppers-Birge Pond

Charlotte Brennan, UConn Masters of Science Student, presented the Butterfly Research Project at the Hoppers - Birge Pond. Ms. Brennan requested access to the property to survey for Frosted Elfin Butterflies, caterpillars and their associated host plants; discussion followed.

MOTION: Made by Commissioner Bogdanski to approve Charlotte Brennan's access to Hoppers - Birge Pond to Conduct Butterfly Research.
Seconded by Commissioner Donovan, all in favor; motion carried.

4. Supervisor's Report

a. Division Supervisor's Report

Superintendent Joshua Medeiros presented the Division Supervisor's Report; discussion followed.

b. Project Updates

Superintendent Joshua Medeiros presented the Project Updates; discussion followed.

c. Page Park Field Reports

Superintendent Joshua Medeiros presented the Page Park Field Reports; discussion followed.

d. Year to Date Financials

Superintendent Joshua Medeiros presented the Year-to-Date Financials; discussion followed.

e. 25 - 27' Strategic Plan Update

Superintendent Joshua Medeiros presented the 25 - 27' Strategic Plan Update; discussion followed.

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

5. Old Business

a. Superintendent's Budget Reduction Scenarios for a 2% and 5% Decrease

Superintendent Joshua Medeiros presented the Budget Reduction Scenarios for a 2% and 5% Decrease; discussion followed.

MOTION: Made by Commissioner Bogdanski to write a letter in opposition to the additional budget cuts.
Seconded by Vice Chair Fiorito, all in favor; motion carried.

b. By Commissioners

Commissioner Donovan requested an update on the sale of the Schaffrick Property; discussion followed.

6. New Business

a. Approve Contract Award to Kompan for $127,549 for Federal Hill Green Playground and Refer to the City Council

Superintendent Joshua Medeiros presented the contract award to Kompan for $127,549.00 for the Federal Hill Green Playground for approval and referral to City Council; discussion followed.

MOTION: Made by Commissioner Donovan to Approve the Contract Award to Kompan for $127,549.00 for the Federal Hill Green Playground and refer to City Council.
Seconded by Commissioner Lamothe, all in favor; motion carried.

c. Dennis Malone Aquatics Center Survey Results

Superintendent Joshua Medeiros presented the Dennis Malone Aquatics Center survey results; discussion followed.

d. To Consider a Referral from the City Council for the Property known as 36 Eastview Street, Lot 56/15A

Superintendent Joshua Medeiros presented the referral from the City Council for the property known as 36 Eastview Street, Lot 56/15A; discussion followed.

MOTION: Made by Commissioner Donovan to decline the referral from the City Council for the property known as 36 Eastview Street, Lot 56/15A.
Seconded by Commissioner Weber, all in favor; motion carried.

e. By Commissioners

None.

7. Reports and Committee Reports

a. Fund Development & Advocacy Committee

Chair Bogdanski presented an update on the planning and next steps for creating a 501c3 Philanthropic Foundation; discussion followed.

MOTION: Made by Commissioner Lamothe to Approve the Request for a Grant of $2,500.00 from the Main Street Community Foundation Friends of Bristol Parks and Recreation Fund to send the Community Engagement Coordinator to NAPF's Establishing and Advancing a Park Foundation and Fundraising Trainings.
Seconded by Vice Chair Fiorito, all in favor; motion carried.

b. Policy & Strategy Committee

Chair Donovan presented the updates to the policy regarding ice cream and food truck concession opportunities, special events and the geese management plans; discussion followed.

MOTION: Made by Commissioner Donovan to expand the current list of concession opportunities to include Muzzy Field and Page Park, (once construction is complete).
Seconded by Vice Chair Fiorito, all in favor; motion carried.

MOTION: Made by Commissioner Donovan to modify the Muzzy Field Rules to include no vehicles on the outfield and a pre- / post-rental evaluation process with a recommendation to the Finance Committee to look at the Special Event fee schedule.
Seconded by Commissioner Lamothe, all in favor; motion carried.

MOTION: Made by Commissioner Lamothe to adopt the updated Geese Management Plan.

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

c. Finance Committee

None.

d. City Council Liaison Update

None.

8. Adjournment

MOTION: Made by Commissioner Lamothe to adjourn at 7:19 p.m.
Seconded by Vice Chair Fiorito, all in favor; motion carried.

Respectfully Submitted,
Amaris Estrada
Recording Secretary
Board of Park Commissioners