

Board of Park Commissioners
Wednesday, December 18, 2019
First Floor Meeting Room, 6:00 p.m.
Meeting Minutes

Present: Mayor Mary Ellen Zoppo-Sassu
Commissioner Cynthia Donovan
Commissioner Robert Fiorito
Commissioner Sandra Bogdanski
Commissioner Paula O'Keefe
Superintendent Dr. Joshua Medeiros
Commissioner Robert Kalat
Council Liaison, Scott Rosado

Absent: Commissioner Malcomb Huckaby

1) Call to order

Chairwoman Zoppo-Sassu called the meeting at 6:06 p.m.

2) Acceptance of minutes from November 20, 2019:

MOTION: Made by Commissioner Fiorito to approve the November 20, 2019 minutes.
Seconded by: Commissioner Kalat.
All in favor; Motion carried.

Acceptance of minutes from the Special Meeting of November 19, 2019 at Page Park

MOTION: Made by Commissioner Fiorito to approve the November 19, 2019 minutes.
Seconded by: Commissioner Donovan.
All in favor; Motion carried.

Acceptance of minutes from the Special Meeting of November 20, 2019 at Pine Lake

MOTION: Made by Commissioner Fiorito to approve the November 20, 2019 minutes.
Seconded by: Commissioner Donovan.
All in favor; Motion carried.

3) Public Participation:

MOTION: Made by Commissioner Donovan to move agenda item 7B to the top of the agenda.
Seconded by: Commissioner Bogdanski
All in favor; Motion carried.

ITEM 7B:

Mr. Keith Deschaine and Mr. Bryon Brelsford of Village Street approached the Commissioners and shared their concerns regarding the proposed apartment complex off of Redstone Hill Road and a proposed park. No action taken.

4) Employee Recognition:

- A. Raelynne Andrews Promoted to Aquatic Coordinator
- B. Katie Hennessey Completed Her Second Internship.

5) Superintendent's Report

- a. Superintendent's Report For December 2019

MOTION: Made by Commissioner Donovan to accept the report and place on file.
Seconded by: Commissioner Fiorito.
All in favor; Motion carried.

6) Old Business:

- A. Parks & Recreation Master Plan

The City has issued an award letter to Activitas to create a master plan for the City and a project plan.

- B. By Commissioners.
Commissioner Kalat would like to plan another visit to Page Park in the near future.
Commissioner Bogdanski is concerned about the rocks within Page Park for ice skating. Dr. Medeiros will drain the pond and have the rocks removed prior to ice skating in January/February 2020.
Dr. Medeiros updated the Commissioners regarding the no smoking within the parks.

7) New Business

- A. Approve The 2020 Board of Commissioners Meeting Calendar

MOTION: Made by Commissioner Fiorito to approve the 2020 calendar.
Seconded by: Commissioner Kalat.
All in favor; Motion carried.

- B. Redstone Hill Road Open Space Parcel Discussion. (Moved to Agenda Item 3)

- C. Lease Renewals for 2020-2023.

- C.i Bristol Girls Little League Softball Expires 12-31-2019

- C.ii Forestville Little League Expires 12-31-2019.

- C.iii McCabe Waters Little League Expires 12-31-2019.

- C.iv Bristol Youth Football And Cheer Expires 12-31-2019

MOTION: Made by Commissioner Fiorito to approve the lease renewal for three (3) years for Bristol Girls Little League Softball, Forestville Little League, McCabe Waters Little League and the Bristol Youth Football and Cheer.
Seconded by: Commissioner Bogdanski.
All in favor; Motion carried.

- D. Superintendent's Year In Review Presentation

Dr. Medeiros stated all of the items he has accomplished within the department and what the continued goals are for the future.

Commissioner Donovan questioned if Aimee Petras from the Farmington Watershed Association has any additional grants available to the Park Department. Dr. Medeiros will investigate and report back to the Commissioners.

MOTION: Made by Commissioner Fiorito to accept the report and place on file.
Seconded by: Commissioner Bogdanski.
All in favor; Motion carried.

D.i CAPRA Presentation

Dr. Medeiros explained the presentation in great detail and the intense process in order to obtain the accreditation. It's all about how can the Park Department do better. There's 151 standards for national accreditation. Must meet a minimum of 36 fundamental standards. It will allow us to measure the programs successes and market that in the future.

E. Review Of The Fiscal Year 20-21 Budget Process

Dr. Medeiros provided a handout of timelines and financial goals for one year to ten (10) years.

F. By Commissioners:

Commissioner Donovan would like to see the thank you reception would like to eliminate the alcohol in order to invite the youth.

Mayor Sassu did have a meeting with the Bristol Blues and expressed the concerns for going forward. They will need more host families.

8. Other Business:

9. Financials:

A. Financials dated December 2019.

Add Pine Lake Special Revenue financials for next month.

MOTION: Made by Commissioner Fiorito accept and place on file.
Seconded by: Commissioner Bogdanski.
All in favor; Motion passed.

10. Committee Reports

- a. Events Committee
None
- b. Building & Maintenance Committee
None
- c. Budget & Finance Committee

None

d. City Liaison Updates

Commissioner Rosado would like to see the number of signs reduced on the Boulevard.

11. Adjourn:

MOTION: Made by Commissioner Fiorito to adjourn at 7:52 p.m.

Seconded by: Commissioner Bogdanski.

All in favor; Motion passed.

Respectfully submitted,

Lisa Wilson, Recording Secretary
Board of Park Commissioners

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