

Board of Park Commissioners
Wednesday, January 15, 2020
First Floor Meeting Room, 6:00 p.m.
Meeting Minutes

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

Absent: Commissioner Robert Fiorito

1) Call to order

Chairwoman Zoppo-Sassu called the meeting at 6:09 p.m.

2) Acceptance of minutes from December 18, 2019:

MOTION: Made by Commissioner Kalat to approve the December 18, 2019 minutes.

Seconded by: Commissioner Donovan.

All in favor; Motion carried.

3) Public Participation:

Lenny LaMothe concerned about the door at Rockwell Park about the door being painted blue. The door was originally painted brown and now it's blue. Mr. LaMothe is concerned about the historic requirements. The Historic District does not control paint. This is an operational issue and Dr. Medeiros will work with Robert Lincoln to rectify the problem.

No motion made.

Dr. Medeiros stated that he received a letter from the Main Street Foundation stating that Noah Bernier, the Eagle Scout made a donation to the Friends of Bristol Park and Recreation for the amount of \$321.00.

MOTION: Made by Commissioner Donovan accept the letter from the Main Street Foundation and place on file.

Seconded by: Commissioner O'Keefe

All in favor; Motion passed.

4) Employee Recognition:

A. Kyana Anderson, Promotion To Youth And Family Coordinator.

B. Todd Anderson, Promoted To Group Leader.

5) Superintendent's Report

a. Superintendent's Report For December 2019

Dr. Medeiros explained the Superintendent's report.

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

b. Financials for 01/2020

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

6) Committee Reports:

- A. Events Committee - None
- B. Building & Maintenance Committee - None
- C. Budget & Finance Committee
 - C.i.1 Approve the FY 20-21 Annual Operation Budget And 10 Year Capital Improvement Plan.
 - C.i.1 Administrative Budget
 - C.i.2 Aquatics Division Budget
 - C.i.3 Capital Outlay Worksheet
 - C.i.4 Capital Outlay Worksheet 21-22
 - C.i.5 Parks 10 Year CIP 20-21
 - C.i.6 Parks, Grounds And Facilities Budget
 - C.i.7 Recreation Division Budget
 - C.i.8 Pine Lake Adventure Park Budget

Dr. Medeiros went into great detail over each budget. The increase in wages is based upon the contractual obligations and the states minimum wage increase. Total savings from combining the Youth Services and Community Services is approximately \$36,000 per year. The Committee reviewed the 10 year plan and have identified items of importance but we will know more once the contractor reevaluates the parks and the needs. A report will be generated shortly. The master plan will dictate where the money will be going on.

The Roberts property is on the 4 – 5 year plan.

Mayor Zoppo is awaiting answers from the DOT regarding the relocation of Brackett Park.

The master plan will tell us what is more of a priority and we will then modify the 10 year CIP.

Commissioner Donovan would like to see the bathroom upgrades within Rockwell. Commissioner Donovan would also like to see the Peck Park tennis courts modified and repaired and have the large trees against the fence which need to be removed.

MOTION: Made by Commissioner Donovan to move up the prefabricated of the bathrooms for Rockwell Park and Pine Lake in the capital budget.
Seconded by: Commissioner Bogdanski.
All in favor; Motion passed.

Motion to approve and send to the Board of Finance which will include the change to the prefabricated bathroom.

Seconded by Commission O'Keefe.
All in favor; motion passed.

Motion made by Commissioner Donovan to move item 8A to the current location.
Seconded by Commissioner Bogdanski
All in favor; Motion passed.

Dawn Nielsen approached the Board to discuss the potential new logos for Bristol Parks of which shall include the Youth and Community Services. She also provided condensed logo options to include the tree and water as to identify it's Parks & Recreation. Dr. Medeiros would like to continue with other options and report back next month.

D. City Council Liaison Updates

Council Rosado stated the Police Department will remove the keep right signs around the WWI monuments.

7) Old Business

A. Parks And Recreation Master Plan

Dr. Medeiros provided a draft master plan that was presented by Activitas Pros Consulting. This is a fine timeline of weekly progress and should be completed by September 25, 2020. No action made.

B. No Smoking In The Parks Ordinance Change Updates and shall go before the Ordinance Committee.

C. By Commissioners

Commissioner Kalat is very impressed with the youth basketball at the school.

Mayor Sassu-Zoppo is still in conversation with the Bristol Blues.

8. New Business:

A. Department Logo and Rebranding Presentation With Dawn Nielsen

B. By Commissioners
None

Dr. Medeiros received a letter from a family who had a tragic death recently. They would like to install a memorial bench at Wilson Park in memory of Lisa Monico.

MOTION: Made by Commissioner Donovan accept and place.

Seconded by: Commissioner Bogdanski

All in favor; Motion passed.

Dr. Medeiros explained the fee schedule for the indoor Pavilion Rentals. The first hour is \$150.00 and then it would be \$50.00 per each additional hour.

MOTION: made by Commissioner Donovan to approve the proposed fee schedule as presented.

Seconded by Commissioner Boganski.

All in favor; Motion passed.

Other Business:

9. Adjourn:

MOTION: Made by Commissioner Bogdanski to adjourn at 7:48 p.m.
Seconded by: Commissioner Donovan.
All in favor; Motion passed.

Respectfully submitted,

Lisa Wilson, Recording Secretary
Board of Park Commissioners

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