



Superintendent Report  
Board of Park Commissioners  
March 15, 2023

**I. Parks, Grounds and Facilities Division Highlights**

- Snow removal and curb clean-up continues through the winter season.
- Barrier gates were installed at Pigeon Hill Preserve, Page Park, and Pine Lake.
- Installed banners for Bristol Girls Little League Softball.
- Fixed the monument lights on Veterans Memorial Boulevard and Rockwell Park’s walking path.
- Muzzy’s floors and concession stands received a cosmetic paint refresher.

***Vandalism Updates***

Damage	Location/Date	Repair Progress/Update
Graffiti	Casey/Stocks Pavilion	Cleaned

**II. Recreation Division Highlights**

- Recreation Supervisor Amry Shelby attended the Connecticut Recreation and Parks Association Entertainment Showcase in Manchester to observe and vet talent for future camp and concert opportunities.
- Pine Lake Adventure Park enhancements continue. Site work for the pre-fabricated bathroom building has been completed while the building construction takes place off-site. Construction of a small shed for low-element equipment is also underway, with the shed scheduled for March delivery.
- Recreation Supervisor Shelby attended the CRPA Camps Section meeting which occurred at the Southbury Parks and Recreation Department.
- Recreation Supervisor Shelby attended the Connecticut Parks Association Winter Workshop which featured a tour of the new arena located at Fairfield University.  
The Recreation Program Assistant position has been filled by Madison Fostervold, who has served in a part-time capacity since 2016.

Recreation & Event Measures	February 2022	February 2023
# of youth engaged in recreation programs	192	295
# of adults engaged in recreation programs	83	229*
Total # of recreation programs running	15	19

*\*For adult league programs, this number just reflects the person who register the teams, it does not include the other individuals on the team. This number is higher than what is listed.*

**III. Aquatics Division Highlights**

- Splash Team won Yankee League Swimming Division for the 2022-2023 swim season.
- Pursuing solar lighting for the DMAC parking lot.
- The hydro-rider aqua bikes have been delivered and programming is anticipated for the spring.

<b>Aquatics Measures</b>	<b>February 2022</b>	<b>February 2023</b>	
# of visits to the Dennis Malone Aquatics Center	1026	1092	
# of pool memberships sold	14	19	
# program participants	465	546	

**IV. Outreach, Marketing, and Event Highlights**

- Community Engagement Coordinator, Erica Benoit, hosted the 2023 Summer Planning meeting to discuss important dates, communication timeline(s), and upcoming programs and events.
- Community Engagement Coordinator Benoit designed and created a logo for the promotional purposes and launch of Downtown Live at the Rockwell Theater.
- The department received over 300 Valentine’s Day cards from community members supporting our Letters of Love initiative. Decorated cards were dropped off at Bristol’s nursing homes and assisted living facilities to brighten the day of seniors currently living in isolation.
- The department announced the first ever All Heart Parks Advocate of the Year Award and called for nominations. The Award recipient will be recognized at the 2<sup>nd</sup> Annual Dinner on the Diamond in May.
- The department hosted community members at the Grand Opening and Ribbon Cutting of Stocks Playground on February 15, 2023.
- BPRYCS Department supervisors attended Deputy Superintendent Sarah Larson’s training on the City’s MUNIS and Enterprise software transition.
- Community Engagement Coordinator Benoit was selected to lead the Policy Development Committee. The committee convened for the first time on February 10, 2023 and will continue to meet monthly indefinitely. Committee members identified focus areas, established a status report, and created roles and responsibilities.
- Community Engagement Coordinator Benoit progresses with Dinner on the Diamond logistics having met with caterer Greenhouse Cafe and Tavern, and receiving approval on both the City’s event application and State of Connecticut temporary liquor permit.

<b>Outreach, Marketing, and Event Measures</b>	<b>February 2022</b>	<b>February 2023</b>
Unique # of visits to the Parks Project Portal	N/A	216*
Total # of e-mails sent	37**	21
% of emails opened	42%	49%
Email click rate	2%	2%

*\*Highest number of monthly visitors yet, comes after the launch of the Upgrade Your Play Campaign*

*\*\*Department Newsletters are now emailed bi-weekly instead of weekly.*

**Upcoming Special Events- Save the Date**

<b>Event Name</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
Luck O' the Lap	March 13 – 17, 2023	7:00 AM – 9:00 PM	DMAC
72 <sup>nd</sup> Annual Perry J. Spinelli Fishing Derby	April 29, 2023	7:00 – 10:00 AM	Page Park Lagoon
Youth & Prevention Leaders Award Ceremony	May 10, 2023	Begins at 6:00 PM	Muzzy Field
Dinner on the Diamond	May 13, 2023	5:00 – 8:00 PM	Muzzy Field