

## **Crystal Pond Park Commission - Minutes from Meeting on April 10, 2024**

**Location: Woodstock Town Hall - 6 pm**

**Submitted by David Barlow, Chairman**

NOTE: The Regular CCPC Meetings scheduled for February 14 & March 13, 2024 were canceled.

Members present: David Barlow, Bill Bradley, John Cimochoowski, Brian Griffin, Chuck Lee, Chris Mayhew, Elizabeth Murphy, Molly Thienel, Rick Torgeson

Members absent: Jillian Jette

### **1. The Meeting was Called to Order at 6:03 pm**

### **2. Citizen's Participation: None**

### **3. Approval of Minutes of 1/10/2024 Meeting:** Cimochoowski moved to accept the minutes as written. Seconded by Griffin. Approved unanimously, with Torgeson abstaining.

### **4. Commission Membership:**

Eastford Commission member Mallory Selfridge resigned his position on the CPPC effective Feb 29, 2024. The Commission thanks Mallory for his service. The Eastford Board of Selectmen appointed Elizabeth Murphy to fill the vacancy on the Commission.

Subsequent to our January meeting, Thienel announced that she was stepping aside from serving as CPPC Treasurer. Griffin made a motion to elect Murphy to the Treasurer position. Mayhew seconded the motion. It was approved unanimously.

Cimochoowski presented a plan to revise the CPPC Ordinance to redefine a meeting quorum as consisting of six Commission members, with at least two representing Woodstock and at least two representing Eastford. Lee moved to accept the revised text and authorize Cimochoowski and Barlow to pursue approval from the Town of Woodstock and Eastford, respectively. Mayhew seconded the motion. It passed unanimously.

### **5. Financial Report:**

The CPPC fund balance held by Woodstock is currently at \$30,872.54. In addition, the remaining Eastford STEAP fund balance available to the CPPC is \$62,944.21. During Jan 1<sup>st</sup> – March 31<sup>st</sup>, disk golf donations totaled \$794, rental income totaled \$1,050, and expenses came to \$495.33. When the expected costs of tree work, excavating, pouring piers, pouring the cement patio, and erecting the new Pavilion are all paid off, it is projected there will be approximately \$10k remaining in unspent STEAP funds, available for other capital projects.

### **6. Rental Update:** At this point there are 12 confirmed rental events for 2024.

### **7. Maintenance and Management:**

**Update:** Barlow plowed the DG parking lot following two snowstorms, and filled in erosions in the driveway. Mayhew brought in wood chips to dry up the mud at Tee #1 and filled in a drainage ditch in the parking lot with stones.

**Dead & Down Trees:** A very large tree fell across the DG path behind the Maintenance Building. It will be cleared in the coming weeks. A large tree also fell onto the Porta-Potty by the ball field, crushing it. Torgeson cut up and disposed of the remains. Mayhew cut up and disposed of the tree and purchased a replacement Porta-Potty.

Mayhew, Torgeson and Barlow marked several dead ash trees and a few conifers that should be cut down before they fall down. Mayhew presented a proposal from Lindon Tree Service to cut down a total of 11 so-marked trees. Lee moved to accept the tree-cutting proposal from Lindon. Seconded by Griffin and approved unanimously.

**Vandalism:** Vandals broke into the Caretaker's Cabin and discharged the cabin's fire extinguisher inside the building. They also broke a window and entered the Arts & Crafts Building, and made deep ruts driving in circles on the ball field.

**“Experiencing Eastford Day”:** The CPPC signed up for a booth at the event. We plan to focus on promoting the Park and bringing disc golf equipment, and perhaps food.

**Trout Pond Dam:** Joe Polulech contacted the CPPC and offered us his old files on the construction of the dam. We gladly accepted the documents. Cimochowski was contacted by Lesley Sweeney (USDA) and informed us that NRCS is going to do the PIFR on the Hall’s Brook watershed “in house”. Cimochowski forwarded them the requested information regarding the dam’s construction.

Lee reported that he had observed recent erosion around the dam’s spillway pipe that is concerning. He suggested that we contact Karl Acimovic and ask that he inspect the spillway, and that he report his findings to Anna Laskin at DEEP Dam Safety. Barlow will follow up.

**Spring Clean Up & Prepping Buildings for Use:** Torgeson and Barlow repaired one section of burst pipe and turned on the water supply to the Dining Hall. Cimochowski will follow up with water safety testing.

Allstate recertified the kitchen’s fire suppression system and all fire extinguishers. Barlow checked smoke detectors and emergency lights. Mayhew will arrange our annual inspection by the Woodstock Fire Marshal.

Our annual Spring Clean Up Day is scheduled for 9 am - April 20<sup>th</sup>. Work assignments were made.

#### **8. Update on STEAP Projects:**

Although we were working with Eversource to eliminate the utility pole on the Park lawn, on March 6<sup>th</sup> it became clear that changing the electrical feed to the Park was going to be cost prohibitive to Woodstock BOS. Therefore, the location of the new pavilion was changed to accommodate the existing utility pole. New permit applications were filed with NDDH, Wetlands and Zoning on the new location. Hancock Forest Products initiated construction by removing nearby diseased trees. Excavation for the piers and patio will follow.

#### **9. Additions to the Agenda (upon 2/3 vote by members present and voting):**

**Support of Local Phys Ed Programs:** Mayhew made a motion that the Commission purchase 6 portable disc golf baskets (cost not to exceed \$1,000) to loan to the Woodstock Middle School and Eastford Elementary School on a rotating basis to support their athletic programs. The motion was seconded by Murphy and passed unanimously. Mayhew will proceed with purchasing the equipment.

**Wayne Morrel Paintings:** Lee will investigate whether a local auction house is interested in the paintings.

#### **10. Motion to Adjourn:** Griffin made a motion to adjourn. Seconded by Mayhew. The motion passed unanimously at 8:02 pm.