

**Bristol Parks & Recreation
Ellingwood Information Center
June 20, 2023**

Commissioners present: Clyde Pendleton, Laurie Mahan, Sandra Lane

Also present: Shelley Gallagher, Pat Porter, Rachel Bizarro, Andrea Perley, Ken Perley, Taylor Beattie, Wayne Chickering, Janice McGuire, Lara Decker, Kendrick Wilson

Meeting called to order at 6:05 P.M. with the Pledge of Allegiance.

Minutes:

Laurie made a motion to approve the minutes from the June 6 meeting, approval, Laurie seconded, and motion carried.

New Business

- A. Andrea Perley and members of the Veteran's Committee wanted to discuss the options for the buildout of the Veteran's Memorial River Walk which is what they are calling it. She brought a map with scale size and a legend of where they would like different items. A list of their requests will be included with these minutes. After reading through the list, Laurie said she wants to be involved and have input as the process goes along not just as a one time approval.
 - a. The first request is to have a sign added below the Ellingwood sign at the Information Center. They have received a quote for a sign that will compliment the current Ellingwood sign, but we would need to raise our sign up a little so the VMRW (Veteran's Memorial River Walk) sign is visible. Clyde said the Ellingwood sign itself is in a bad location and a bad angle so the committee would get more bang for their buck by putting in a more visible sign and location that could become a focal point location like at the parking lot facing the road and the Benner Road parking area. The other concern with the sign being at Ellingwood is if a lot of people are parked there, patrons may not be able to park to come in to Ellingwood to get their passes, etc. Pat agreed with the sign and parking at the upper parking area as that would alleviate the parking concern and be a more visible sign location. Andrea said the sign is expensive and for right now they just want to get something put in and possibly add other signs later. The sign under the Ellingwood sign was approved.
 - b. In regards to the other items listed that they would like to add including gardens, a picnic area, service branch flag poles, and path up to the road, there was discussion about different issues that may arise, but overall the plans are acceptable. Rachel said it would be good to have a sign put up this year so people know about the VMRW, and any signs facing the road DOT may have issues with and take more time than adding to the Ellingwood sign. In a question about care of the gardens, etc, Andrea said her goal is to have volunteers that will take care of them. She does not want to cause more work for parks, and she sees the VMRW as a community project where people come together to take care of it. Parks

will take care of the areas around it and maintain as needed, but will be secondary to the Veteran's Committee when it comes to its care. Sandra suggested the big anchor can come down now to put out, and the cannon was mentioned if it would be able to be displayed outside in the elements. Sandra said the cannon needs some work before it gets displayed, and a plan needs to be in place to protect it. As for the anchor, it was suggested as waiting until the design was fully set out before bringing it down so it would not need to be moved for further construction or to put it in a different location. Rachel also said the cannon should probably be insured just in case anything happens to it.

- c. The list of the requests is attached to the minutes and was voted on as a whole, not individual items. Laurie made a motion to approve the projects, with further discussions as each step comes along, Sandra seconded the motion and it passed unanimously.
- B. Rachel brought the timeline for the comprehensive plan approval schedule for Parks Commission to look at. The Commissioners all said they want to review the comp plan before it gets sent to the state as it doesn't make sense to send anything to the state that is not feasible or possible to do. Some of the items in the Parks and Recreation section are more about Coastal Rivers, and that needs to be included as well so it does not fall onto the town Parks Department to do things that Coastal Rivers already does well. Rachel is going to try to get a copy to bring to the Parks Commission to look at 30 days before it gets sent to the state.
- C. We have been getting multiple requests at the beach, lighthouse, and Ellingwood to post fliers for groups and programs, and to add to the sign out front. Shelley wanted to get clear direction on what can be posted as we don't want to hang fliers everywhere at our locations, and we don't want to seem like we are favoring one group over another. After discussion about how people are missing the signs at our locations because there are too many posters, fliers, and signs hanging in the windows it was decided that nothing is to be posted in the windows at any of our locations except our town and Parks information. Non-profits from Bristol are permitted to hang fliers and signs in the display case at Ellingwood. Only town and town/ school sponsored events will be put on the electronic sign in front of Ellingwood. Clyde made a motion to accept those rules for positing, Laurie seconded, and it passed unanimously.
- D. There was a request sent in about filming an interview at the lighthouse with Stephen O'Grady from RedMonk which is a sort of software firm. They are willing to pay, and were told it would be \$100 per hour as the staff would have to keep everyone out of view of the filming. They want to film inside the lighthouse as well and they were given Marty's contact information to set that up, and they would charge \$100 as well. They want to film looking inside at the lighthouse which could be done by drone if they have the correct permits.

Old Business

- A. There was further information needed for the selected bid on the Rock School House and Water Trough project. It was unclear if the ABL Roofing bid included the cost of the horse trough. After contacting the company it did not include it. They submitted the bid amount adding the horse trough. The new bid amount from ABL

Roofing was \$24,750 total, an increase of \$5,500 adding the horse trough. The final bid amounts are as follows:

- i. ABL Roofing bid was \$24,750
- ii. JB Roofing systems bid was \$24,799
- b. Clyde made a motion to accept the revised bud of \$24,750 from ABL Roofing, Laurie seconded and it passed unanimously.
- B. Shelley made a pass for summer camps to use at the lighthouse and the beach to make paying easier for the camps and for the parks. Parks will no longer invoice the camps so they need to either pre pay, or pay when they arrive. The new Camp Van Pass is a 10 punch van pass for camps to use. Van entrance is \$40 at both the lighthouse and the beach so the 10 punch pass will be \$400. Camps can pay by credit card and we can either mail the passes to them, or they can pick them up. The benefit for camps to purchase the pass is it can be used at either location, and it will not have an expiration date so if all of the visits aren't used this summer, they can use them next summer. Clyde made a motion approve the Camp Van Pass for \$400, Laurie seconded the motion, and it passed unanimously.

Public Comments

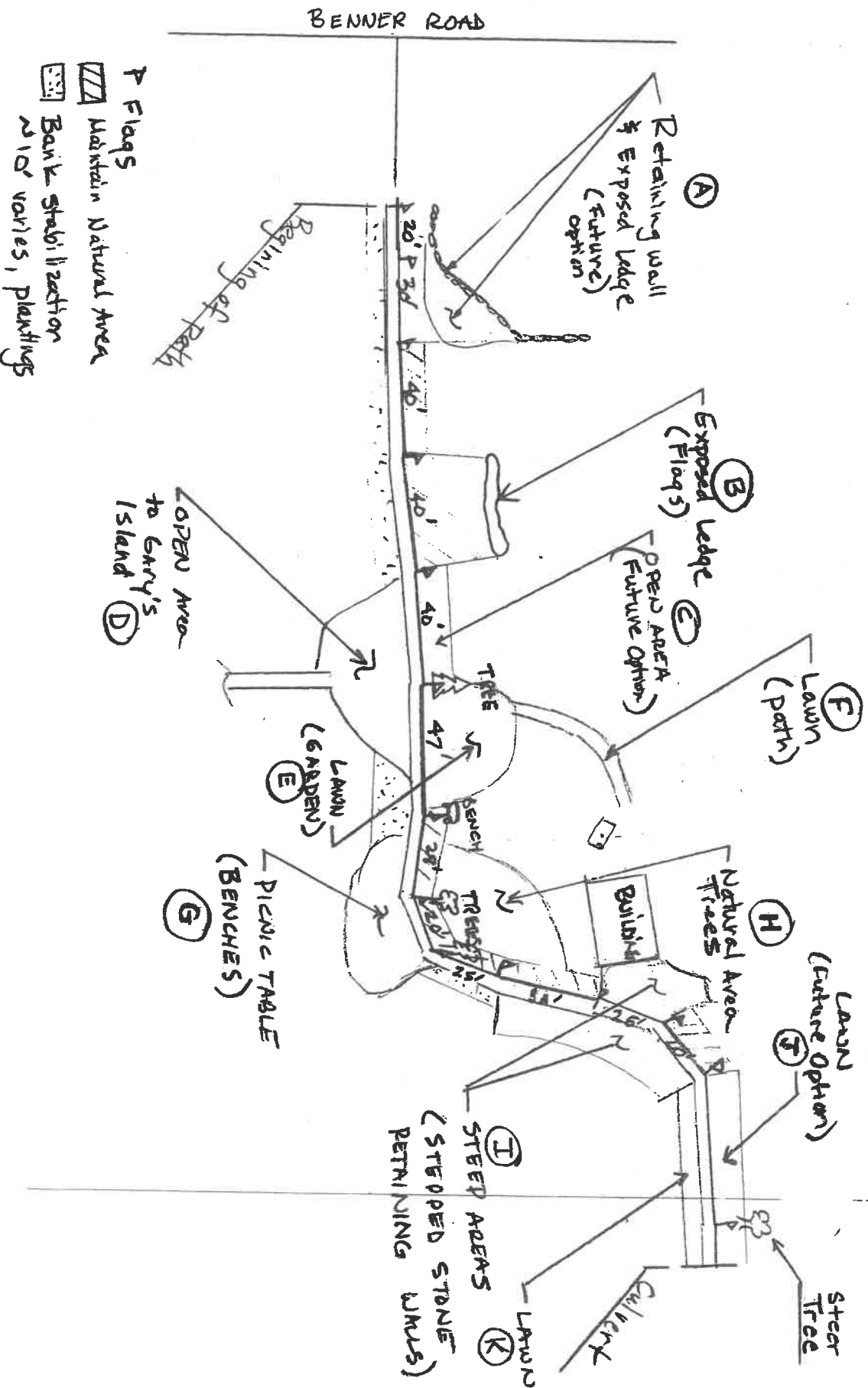
Clyde moved to adjourn the meeting at 7:53pm.

Veterans Memorial River Walk Buildout Request

June 20, 2023

1. Will you allow the Veterans Memorial Committee to raise the existing Ellinwood Park sign, and install a Veterans Memorial River Walk (VMRW) sign under it?
2. Will you allow the Veterans Memorial Committee to utilize up to 15' on both sides of the existing path for signage, landscaping, and/or memorials as shown in the attached description and sketch as presented at the meeting on 6/6/23?
3. Will you allow the Veterans Memorial Committee to install up to 6 flagpoles on the exposed ledge as shown in the attached description and sketch as presented at the meeting on 6/6/23?
4. Will you allow the Veterans Memorial Committee to install an Honor Pole for the burial flag project as shown in the attached description and sketch as presented at the meeting on 6/6/23?
5. Will you allow the Veterans Memorial Committee to install a Remembrance Garden as shown in the attached description and sketch as presented at the meeting on 6/6/23?
6. Will you allow the Veterans Memorial Committee to install a path from the Information Building to the Remembrance Garden as shown in the attached description and sketch as presented at the meeting on 6/6/23?
7. Will you allow the Veterans Memorial Committee to install Memorial Benches as shown in the attached description and sketch as presented at the meeting on 6/6/23?
8. Will you allow the Veterans Memorial Committee to install Memorial Benches as shown in the attached description and sketch as presented at the meeting on 6/6/23?
9. Will you allow the Veterans Memorial Committee to install a Picnic Area as shown in the attached description and sketch as presented at the meeting on 6/6/23?
10. Will you allow the Veterans Memorial Committee to install parking at the Benner Road entrance as feasible?

VETERANS MEMORIAL RIVERWALK BUILD OUT PROPOSAL



June 2023