

Bristol Park Board Meeting Summary

July 7, 2026

Call to Order

The meeting was called to order at 6:00 p.m.

Present: Mikel Ropp, Linda Powell, Austin Burton

Absent: Scott Dreamer

Staff: Mike Yoder, Jill Swartz, and John Creech

Approval of Minutes

The Board approved the June 2026 meeting minutes. Linda moved to accept the minutes for the June meeting and Mikel seconded the motion. Passed. Staff will continue working to complete the March and April meeting minutes for approval at a future meeting.

General Park Business

Introduction of New Street/Maintenance Supervisor

John Creech was introduced as the Town's new Street and Maintenance Supervisor. The Board welcomed him and discussed his experience and plans for park maintenance.

Portable Restroom Service

John reported that the Town has changed portable restroom service providers to Pride. The change will reduce monthly costs by approximately 50% while maintaining weekly service. Restrooms will now be cleaned on Fridays instead of Tuesdays to better accommodate weekend park usage.

John also reported that graffiti has been removed from park restrooms in Congdon Park, facilities have been pressure washed, and similar improvements will continue throughout the park system.

Back-to-School Bash

Jill Swartz presented plans for the Back-to-School Bash scheduled for **August 7, 2026**, at Bristol Community Church. The event will provide backpacks, school supplies, food, and

family activities while bringing together local organizations following the closure of Bristol Elementary.

Action Taken

- Approved a contribution of **\$250** from the Summer Park Program budget to sponsor a bounce house for the event.
- The motion was made by Linda and seconded by Austin. Motion carried unanimously.

The Board also discussed participating with an informational booth during the event.

Community Programming

The Board discussed opportunities to expand family programming in the parks and partner with local organizations to provide additional activities for children and families. Members expressed interest in utilizing former Summer Park Program funds to support future community events.

Playground Mulch Replacement

John Creech reported that additional engineered playground mulch is needed to complete recent playground improvements.

Action Taken

- Approved the purchase of **11 additional bags of playground mulch** from Intech for **\$4,180**, to be paid from the Ground Improvements budget.
- The motion was made by Linda and seconded by Austin. Motion carried unanimously.

The Board noted the improvements will enhance playground safety and maintain compliance.

Park Board Secretary Vacancy

The Board discussed continued recruitment efforts for the vacant Park Board Secretary position. Staff will advertise the opening through the Town newsletter, Facebook page, and electronic sign.

Budget Review

The Board reviewed the current Park Department budget.

Discussion included:

- Contractual service expenditures associated with online park reservations and pickleball reservation software.
- Most remaining budget categories are within expected spending levels.
- Staff will review recurring software costs during preparation of the 2027 budget.

Congdon Park

Parking Lot Improvements

The Board discussed options for improving the Congdon Park parking lot.

John Creech recommended crack sealing and sealcoating rather than complete replacement, noting the repair could significantly extend the pavement's useful life at a lower cost.

Direction Given

- Staff will obtain quotes for crack sealing and sealcoating.
- The Board will review proposals at a future meeting.

Library Car Show Sponsorship

The Board considered a request from the Bristol Public Library for assistance purchasing replacement street banners promoting the annual car show.

Action Taken

- Approved a **\$450** contribution from the Summer Park Program budget.
 - The motion was made by Mikel and seconded by Austin. Motion carried unanimously. A check will issued.
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Trees and Landscaping

Staff reported that newly purchased trees have been planted and are being watered regularly.

The Board discussed future tree pruning throughout Congdon and Cummins Parks and emphasized the importance of proper pruning practices that preserve tree health while improving safety and appearance. John said he had knowledge and experience in tree trimming.

Cummins Park

Homecoming Fireworks

The Board discussed preparations for the Bristol Homecoming fireworks display.

Staff reported:

- Fireworks will not be launched from the basketball or pickleball courts.
- The park will close prior to the display.
- Portable restrooms will be relocated as needed.

Pickleball

The Board discussed future options for storing nets and the possibility of making pickleball equipment available for public use. No action was taken.

Hermance Park

Native Landscaping Project

Staff provided an update on the native landscaping project. Work is progressing as planned, with additional improvements anticipated later this summer and early fall.

The Board also discussed utilizing decorative rock in certain landscape areas to reduce long-term maintenance.

Drainage and Road Repairs

The Board reviewed ongoing drainage and erosion concerns near the boat launch.

Staff continues to evaluate repair options and potential funding sources. No action was taken.

Pavilion Improvements

Action Taken

- Approved the purchase of **three air movers** for the Hermance Park Pavilion at an estimated cost of **\$250**.
 - Mikel moved and Linda seconded the motion. Motion carried unanimously.
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Exercise Classes

The Board considered a request from Donna Anderson to conduct weekly exercise classes at the Hermance Park Pavilion. She will request a donation of \$5.00 per class.

Action Taken

- Approved use of the pavilion on Tuesdays beginning in August, provided classes do not interfere with pavilion rentals. A donation of \$5.00 per class will be requested if you feel you can afford it.
- It was moved by Mikel and seconded by Linda. Motion carried unanimously.

Staff will assist with promotion through Town communication channels.

Memorial Park

The Board discussed future public outreach regarding the Memorial Park project. Members requested the opportunity to review informational materials before public distribution.

Actions Approved

- Approved June 2026 meeting minutes.
- Approved **\$250** contribution for the Back-to-School Bash bounce house.
- Approved purchase of **11 bags of playground mulch** for **\$4,180**.
- Approved **\$450** contribution for Bristol Public Library car show banners.
- Approved purchase of **three air movers** for the Hermance Park Pavilion.

- Approved weekly exercise classes at Hermance Park Pavilion beginning in August.
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Next Meeting

Tuesday, August 4, 2026

6:00 p.m.

Bristol Town Hall