

**ORDINANCE
JOINT PARK COMMISSION
TOWN OF WOODSTOCK
Approved September 6, 2017
Effective September 18, 2017**

The ordinance entitled "Woodstock Ordinance Creating the Camp Nahaco Park Commission" adopted June 12, 2003, effective July 9, 2003 is hereby repealed and the following is adopted in lieu thereof:

ORDINANCE PROVIDING FOR THE CONTINUATION OF A JOINT PARK COMMISSION

SECTION 1: CONTINUATION OF THE COMMISSION

Pursuant to its authority under Section 7-148, 7-148cc and 7-339a to 7-339l, inclusive of the Connecticut State Statutes to oversee and maintain parks for the public good, the Town of Woodstock does by this Ordinance, subject to the terms of Section 5, below, provide for the continuation of a commission within and for the Town of Woodstock henceforth known as the "Crystal Pond Park Commission" (hereinafter referred to as the "Commission") to oversee and maintain property called Crystal Pond Park jointly with the neighboring Town of Eastford. This ordinance, together with the ordinance to be adopted by the Town of Eastford as set forth in Section 5, shall constitute an interlocal agreement as defined in General Statutes section 7-339a et seq...

References in this Ordinance to the "Board of Selectmen", unless otherwise defined, shall be deemed to refer to the Board of Selectmen of the Town of Woodstock; references to the "Boards of Selectmen" shall be deemed to refer to the Boards of Selectmen of the Towns of Woodstock and Eastford; and references to the "Towns" or "towns" shall be deemed to refer to the Towns of Woodstock and Eastford.

SECTION 2: ORGANIZATION

A. Members. The Commission shall consist of ten regular members, five of which shall be registered voters in Woodstock and five of which shall be registered voters in Eastford, and two non-voting, ex-officio members, one of which shall be the First Selectman of the Town of Woodstock and one of which shall be the First Selectman of the Town of Eastford.

B. Appointments. The Board of Selectmen shall appoint all regular members of the Commission representing the Town of Woodstock. In the event of a vacancy in a position representing Woodstock on the Commission, the Board of Selectmen shall fill such vacancy. The members of the Commission may make recommendations to the Board of Selectmen regarding the appointment of new members of the Commission or the filling of vacancies, and the Board of Selectmen may, in its discretion, elect whether to follow such recommendations. All appointments shall be made at the monthly meeting of the Board of Selectmen or at such other meeting as the Board of Selectmen shall determine.

C. Terms. Members of the Commission shall be appointed for two-year terms or until their successors are duly appointed.

D. Officers. The members of the Commission shall every two (2) years, in July, elect a Chair, a Vice-Chair, a Secretary, and a Treasurer. The Chair and Vice-Chair shall at all times be from different towns. The positions of Secretary and Treasurer may be filled by any member of the Commission. The duties of the officers of the Commission shall be prescribed by the members of the Commission from time to time.

E. Board of Selectmen Liaisons. The Chair and the Vice-Chair shall serve as Liaisons, each with the Board of Selectmen in his or her own town.

F. Removal of Members. The members of the Commission may at any time, by vote of a majority of the members, recommend the removal of any member of the Commission for poor attendance at meetings of the Commission. In the event that the members of the Commission make such a recommendation, the Board of Selectmen in the town in which the member resides shall, in its discretion, decide whether to remove the member. In the event of such a removal, the Board of Selectmen shall fill the vacancy as provided in Section 2.B of the ordinance.

SECTION 3: MEETINGS

A. Regular and Special Meetings. Regular meetings of the Commission shall be held on a monthly basis at such time and place as from time to time shall be determined by the Commission. The members of the Commission may, by majority vote, elect to cancel any regular meeting. Special meetings of the Commission may be called by the Chair or by five or more members of the Commission.

B. Quorum. No business shall be conducted at any meeting of the Commission unless at least three members representing Woodstock and at least three members representing Eastford are present at the time the business is conducted. Except as otherwise set forth in this Ordinance, an act of the majority of the members present at any meeting shall be an act of the Commission.

C. Voting Rights of Members. Regular members shall have the right to vote on all matters coming before the Commission.

D. Conduct of Meetings. Except as a majority of the members of the Commission may otherwise determine, meetings of the Commission shall be conducted according to the then-current version of Robert's Rules of Order.

SECTION 4: DUTIES OF THE COMMISSION

A. Oversight of Day-To-Day Operations. The Commission shall oversee day-to-day operation of Crystal Pond Park, including activities, usage, facility development and management, and hiring of personnel to staff any programs that are included in a duly approved Park Budget or supplemental appropriation.

B. Short-Term and Long-Range Plans. The Commission shall develop short-term and long-range plans for activities, usage, and facility development with respect to Crystal Pond Park and submit those plans to the Boards of Selectmen.

C. Fees and Charges. All fees, charges, and other amounts collected from users of Crystal Pond Park shall be placed in one or more separate Town accounts and shall be used solely for the purpose of funding the maintenance, improvement, and operations of Crystal Pond Park.

D. Annual Park Budgets. The Commission shall, by a vote of a majority of its members, adopt an annual operating and maintenance budget and capital improvement plan for Crystal Pond Park (the "Park Budget") and shall submit its Park Budget to the Boards of Selectmen of Woodstock and Eastford no later than December 15 of each calendar year. Each annual Park Budget shall provide for equal sharing of costs between the two towns, except that responsibility for snowplowing and other routine tasks shall be divided between the two towns. In the event that both Boards of Selectmen approve an annual Park Budget, the Board of Selectmen of each town shall include a corresponding appropriation in that town's annual town budget. In the event that either Board of Selectmen disapproves an annual Park Budget, the reasons for disapproval will be communicated to the Commission and the other Board of Selectmen, and the Commission shall prepare a revised budget for submission to the Boards of Selectmen by no later than January 15. Except as set forth in paragraph 4.E, below, no appropriations shall be made unless they have been approved as part of the annual town budget of both towns.

E. Supplemental Expenditures. In addition to expenditures included in annual Park Budgets and approved as set forth in paragraph 4.D, above, the Commission may make expenditures of any supplemental appropriations duly approved by the Boards of Selectmen and other necessary boards and authorities of each town.

F. Report and Recommendations. Biennially, the Commission shall prepare and submit to the Boards of Selectmen of both towns a report setting forth the Commission's recommendations regarding the duties of the Commission and amendments to this Ordinance. The Boards of Selectmen shall, in their discretion, elect whether to follow such recommendations.

SECTION 5: AMENDMENT, TERMINATION OR WITHDRAWAL

This ordinance shall be amended in accordance with the procedure in the General Statutes for the amendment of a municipal ordinance. Either Town may withdraw from this interlocal agreement by repealing the ordinance. The effect of repeal of the ordinance by either Town shall constitute a termination of the interlocal agreement.

SECTION 6: EFFECTIVE DATE

The Board of Selectmen of the Town of Woodstock shall take all necessary steps to cause the legislative body of the Town of Eastford to adopt an ordinance (the "Eastford Ordinance") identical to this Ordinance. This Ordinance shall take effect upon the later of (a) the effective date of the Eastford Ordinance or (b) ten days after publication of notice of adoption of the Ordinance in a newspaper having general circulation in the Town of Woodstock and shall supersede and replace a predecessor ordinance adopted in Woodstock on June 12, 2003.

Attest: Judy E. Walberg, Town Clerk