



Members present  
Bill Bradley, Denis Day, Brian Griffin, Chris Mayhew, Paul Oleszewski, Jim Trowbridge  
Alternate: Rick Torgeson

1. Call to Order  
Trowbridge called the meeting to order at 7:00 pm. Commissioners welcomed new alternate member Rick Torgeson (E).
2. Seating of Alternates  
MOTION (Day, Mayhew): TO SEAT RICK TORGESON. Unanimous.
3. Citizen's Participation  
Two citizens were in attendance. Mary Ellen Ellsworth proffered the idea that her presence might help facilitate a decision regarding the Eastford Conservation Commission's offer to re-blaze the Blue Trail.
4. Approval of Minutes  
MOTION (Day, Torgeson): TO APPROVE THE 11-4-15 MINUTES, AS AMENDED. Unanimous.
5. Secretary Position  
Trowbridge opened the floor to nominations for election to the position of Commission Secretary. Mayhew nominated Griffin; Torgeson seconded. Commissioners voted unanimously to elect Griffin as Commission Secretary.
6. Planning  
The Commission made final adjustments to the Nahaco Park Plan.  
MOTION (Mayhew, Griffin): TO APPROVE THE NAHACO PARK PLAN, AS ADJUSTED. Unanimous.  
Trowbridge will deliver the Plan to both 1<sup>st</sup> Selectmen on Nov 19 and seek initial feedback at Dec BOS meetings.  
  
Trowbridge will ask Eastford to incorporate the Nahaco Park Plan into its Ten Year Plan of Development.
7. Maintenance & Management  
Clearing roofs: For safety's sake, Commissioners will do the leaf blowing in teams of two or more.  
Secretarial stipend: Eastford did contribute the \$900 in FY 14-15.  
Protocol: To simplify and improve communication concerning Nahaco, Ellsworth is to contact the Chair or Vice Chair.  
Re-blazing trails: Ellsworth will establish a work date with the Eastford and Woodstock Conservation Commissions, and with Steve Broderick and Chuck Lee, and then inform Mayhew of that date.  
Forest Management Plan: Yale Professor Mark Ashton has told Trowbridge that Yale could do the update.  
Tree Trimming: Day will coordinate trimming around the field in the upper park.  
Documents search: Torgeson described the inadequacies of the historical record uncovered so far.
8. Rental Fees  
Tom Hawkins has apprised Mayhew of current rental fees and how to access the rental calendar. Bradley, Mayhew, Torgeson, and Trowbridge will review rental fees and bring recommendations to the Dec 2 meeting. Mayhew will ask Hawkins to put off accepting 2016 reservations until Dec 15. Both Town Halls will be provided written fee schedules.
9. 2016-2017 Park Budget  
Trowbridge and Baywood will present preliminary budget numbers on Dec 2.
10. Annual Fund Appeal  
Upon Selectmen approval, the Commission will establish an Annual Fund Committee.
11. Calendar of Meeting Dates 2016  
Trowbridge distributed the calendar for 2016 regular meetings: 1<sup>st</sup> Wednesday of each month at 7:00 pm; location varies.
12. Citizen's Participation  
Upon being asked, former Nahaco Chairman Ellsworth had no definitive explanation as to where the Commission previously filed paper documents such as budgets nor could she say how the Commission stored its important records.
13. Adjournment  
MOTION (Mayhew, Oleszewski): TO ADJOURN AT 8:35 PM. Unanimous.

Next meeting is December 2, 2015 at 7:00 pm, Woodstock Town Hall.

Respectfully submitted by Jim Trowbridge