

**PARKS AND RECREATION AND  
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

**Monday, June 6, 2011**

Council Chambers, Wolcott Town Hall

7:00 p.m.

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**MINUTES**

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**Note:** These are summary minutes. A tape recording of this meeting is on file in Wolcott Town Hall, Commission Secretary's Office.

Chairman Cordeau called the meeting to order at 7:04 p.m.

**MEMBERS PRESENT:** Ronald Cordeau, Carl Dambrauskas, Steven Lagasse, Harry Najarian, Jack Kirschbaum, and Brett Muccino

**MEMBERS ABSENT:** Anthony Gentile

**ALSO PRESENT:** Jim Scully, Woodtick Recreation Area Director

**APPROVAL OF MINUTES:**

• **May 2, 2011 – Regular Meeting**

Upon **MOTION** by Brett Muccino, seconded by Jack Kirschbaum, it was unanimously voted to **approve** the minutes of the May 2, 2011 Regular Meeting.

**CORRESPONDENCE (on file):**

1. P&R Expenditure Report as of 05-27-11
2. Notice dated May 3<sup>rd</sup> regarding Site Walk at Peterson Park scheduled for Thursday, May 12<sup>th</sup> at 5:30 p.m.
3. List of Repairs/Maintenance Items from Site Walk (list was copied to Pete Carey & Shane Bartlett)
4. Thank you note from Fran Culver, Chairperson of the Commission for Individuals with Special Needs, regarding the 22<sup>nd</sup> Annual Special Games held at Woodtick Recreation Area on May 14<sup>th</sup>

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5. Copy of meeting minutes dated May 10<sup>th</sup> from the Safety & Health Committee (mainly maintenance items for Public Works-Mr. Scully also copied)
  6. 2011 Summer Program Brochure
  7. Submitted by Jim Scully, List of Purchase Orders needing approval for Woodtick Recreation Area for Fiscal Year 2011-2012
  8. Expenditure Reports, Revenue Reports, & Cash Balances through June 6, 2011

**TAXPAYERS' TIME:** (Limited to Items on the Agenda)

No taxpayers came forward.

**STAFF REPORTS/ PURCHASE ORDER REQUESTS:** {Dam Inspectors; Woodtick Recreation Area Director; P&R Program Director; Working Park Attendant}

• **Woodtick Recreation Area Director:**

Jim Scully came forward and advised that the opening of Woodtick Recreation Area went very well; everything is good shape and well maintained. Five season passes were sold the first week.

Mr. Scully next reviewed his report dated June 6, 2011, in detail, with the Commission **(see attached)**.

A question and answer period followed. Discussion was held with respect to the following items:

- Snack bar prices
- Rainbow Day Camp
- List of repairs requested from Safety & Health Committee
- Toilets will need some repair; the toilets are new, but the wood is rotting; Commission will need to address this in future

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- Sand at the beach; down the road the beach can use new sand
- **Purchase Order Requests:**

Upon **MOTION** by Brett Muccino, seconded by Steven Lagasse, it was unanimously voted to approve all of the Purchase Orders submitted by Jim Scully for FY 2011-2012 (**see attached**).

**OLD BUSINESS:**

**1. Wolcott Girls Softball (WGSA) Proposed Field Contract**

Chairman Cordeau advised that he met with representatives that share Wakelee Field from the WGSA and from the WYAA. The WGSA lease will be revised to end on July 31<sup>st</sup> of each year, which is exactly the way the old lease was. Allotments for Wakelee from August 1<sup>st</sup> and on each year will be authorized by the Commission based on the needs of each organization. Brief discussion followed, after which the following motions were made:

Upon **MOTION** by Harry Najarian, seconded by Brett Muccino, it was unanimously voted to **extend** the WGSA lease (which expired on August 1, 2009), until July 31, 2011.

Upon **MOTION** by Jack Kirschbaum, seconded by Steven Lagasse, it was unanimously voted to **approve** the lease proposed by the WGSA with the following amendments, and forward to the Town Attorney and Town Council for approval: **1.** Agreement to Commence on **March 15, 2012.** **2. DELETE** the following sentence in **Article I:** 'Additionally, between August 1st and October 31st of each year the Licensor shall allocate the Wakelee softball fields with the understanding that the Licensee has priority use of the softball fields'. **3. Article III: Term of lease: 10 years, renewable for 10 years thereafter.**

**2. Discussion Regarding Boating Ordinance #88**

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Chairman Cordeau advised that he spoke with the Town Attorney regarding the ordinance, and that they may not want to revise it at this time. They will discuss at a later date.

Upon **MOTION** by Brett Muccino, seconded by Steven Lagasse, it was unanimously voted to **table** 'Discussion Regarding Boating Ordinance #88'.

**3. Discussion Regarding Mattatuck Beach**

Chairman Cordeau advised that the Mayor and Town Attorney have a meeting scheduled with the Hitchcock Lake Improvement Association and that they should table this item until they hear back from them.

Upon **MOTION** by Brett Muccino, seconded by Steven Lagasse, it was unanimously voted to **table** 'Discussion Regarding Mattatuck Beach'.

**NEW BUSINESS:**

**1. Discussion Regarding Peterson Park Site Walk/Grant Items**

Chairman Cordeau stated that they held a site walk at Peterson Park on May 12<sup>th</sup> and referenced the list below of Repair/Maintenance items. Chairman Cordeau noted that this list has been sent to Pete Carey and Shane Bartlett, and that he has also discussed these items with Shane.

**PETERSON PARK**

**Repairs/Maintenance Items**

- 1. Repair fence that tree fell on (back side of the skate park)**
- 2. Remove fire pit**
- 3. Remove pile of damaged tables and miscellaneous debris**

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- 4. Remove wine barrels long Mad River Rd.**
- 5. Replace missing swing.**
- 6. Repair/pave sidewalk at rear of the upper pavilion.**

Mr. Muccino noted that they had also discussed the need for speed bumps at the Site Walk, at which time Chairman Cordeau noted that he will contact Shane to discuss the speed bumps also.

With respect to the grant monies due to expire on June 30, 2011, Chairman Cordeau advised that the grant monies were closed out with the purchase of picnic tables and grills in the amount of \$6,600.

Upon **MOTION** by Brett Muccino, seconded by Carl Dambrauskas, it was unanimously voted to **return** to 'Staff Reports/PO Requests' on the agenda.

**STAFF REPORTS/ PURCHASE ORDER REQUESTS:** {Dam Inspectors; Woodtick Recreation Area Director; P&R Program Director; Working Park Attendant}

Mr. Muccino spoke about the procedure for hiring summer staff at length. Mr. Muccino noted that employment at the summer program was intended for high school and college aged students; not for much older individuals who have graduated college and continue to come back year after year. When this happens, it does not allow for positions to open up for younger kids. Also, when their employment continues beyond college, they continue to get raises year after year and end up making more money than was ever intended. He stated that he feels this is something that the Commission should take a look at and take a more active role in. **Discussion followed, after which it was requested that Mickie Fell put together a more detailed list of the staff, including the number of years they have worked, their approximate ages, and their current pay rates.**

Mr. Najarian next referenced monies that were leftover in certain line items. Discussion followed, after which it was determined that

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there is a need for new playground equipment. Some of the equipment has been in a state of disrepair for some time.

Upon **MOTION** by Brett Muccino, seconded by Jack Kirschbaum, it was unanimously voted to **expend** the remaining funds (approx. \$3,000.00) in line item #7180 'Park Improvements' to purchase playground equipment at Peterson Park (replacement of broken equipment at park).

Mr. Najarian referenced the 75 feet of stone wall that was stolen and advised that there is still approximately \$11,000 in insurance claim funds available. It was noted that this item was put out to bid; bids came in approx. \$22,000-\$27,000. Mayor Dunn had advised the Park & Recreation Commission that there was a gentleman in Town that would be able to do it a little bit at a time, but to date there has been no progress. Chairman Cordeau advised that he will contact Mayor Dun regarding the status.

**TAXPAYERS' TIME:**

No taxpayers came forward.

**ITEMS FOR NEXT AGENDA:**

***Old Business:***

- Wolcott Girls Softball (WGSA) Lease
- Discussion Regarding Boating Ordinance #88
- Discussion Regarding Mattatuck Beach

***New Business:***

- Update on Playground Equipment
- Update on Stone Wall at Peterson Park

**EXECUTIVE SESSION:**

No Executive Session was held.

**ADJOURNMENT:**

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Upon **MOTION** by Brett Muccino, seconded by Carl Dambrauskas, it was unanimously voted to **adjourn** the meeting at 8:25 p.m.

**APPROVED:**

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Elizabeth Gaudiosi  
**Commission Secretary**

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Ronald Cordeau, Chairman  
**Park & Recreation Commission**

# WOODTICK RECREATION AREA REPORT 6/6/11

I OPENING - EVERYTHING IS GOING SMOOTHLY  
- PARADE WENT WELL  
- LETS HOPE MOTHER NATURE GIVES  
US SOME WARM WEATHER

II FEE SCHEDULES - ATTACHED

III MAINTENANCE - LOT DONE IN MAY BEFORE  
WE OPENED. PLACE LOOKS GREAT

IV PICKS - WE HAVE A TOTAL OF 43  
BOOKED SO FAR, VERY FEW  
OPENINGS LEFT  
- HORSESHOE LEAGUE IS ON  
WEDNESDAY NIGHTS

V RAINBOW DAY CAMP - WANTS TO USE THE  
AREA FROM JULY 11TH TO AUGUST 18TH

VI WOLCOTT COMMUNITY NEWS - PUT IN 2 ADS  
AND A STORY ABOUT OUR ENTIRE AREA

VII 2011/2012 - PURCHASE ORDERS (OPEN) -

VIII COMMENTS FROM TOWN COUNCIL MEMBER

# Woodtick Recreation Area

## 2011 FEE SCHEDULE

### GENERAL ADMISSION:

<b>ALL WOLCOTT RESIDENTS:</b>	<b>\$3.00</b>
(weekdays)	
<b>ALL NON-RESIDENTS:</b>	<b>\$6.00</b>
(weekdays)	
<b>ALL WOLCOTT RESIDENTS:</b>	<b>\$4.00</b>
(weekends & holidays)	
<b>ALL NON-RESIDENTS:</b>	<b>\$8.00</b>
(weekends & holidays)	
<b>CHILDREN UNDER 3</b>	<b>FREE</b>

### SEASON PASSES: (purchased on premises)

<b>Residents (single)</b>	<b>\$75.00</b>
<b>Residents (family)</b>	<b>\$150.00</b>
<b>Non-Residents (single)</b>	<b>\$150.00</b>
<b>Non-Residents (family)</b>	<b>\$300.00</b>

### PAVILION RENTAL

(203-879-9231)

<b>Mon-Thursday</b>	<b>\$300.00</b>
<b>Friday-Sunday</b>	<b>\$400.00</b>
<b>ALL TOWN Non-Profit:</b>	<b>\$275.00</b>

<u>ITEM #</u>	<u>FOOD</u>	<u>COST</u>
1	HOT DOGS	\$ 3.25
2	CHICKEN NUGGETS	3.25
3	CHICKEN PATTY	3.25
4	" " W/CHEESE	<del>3.50</del>
5	HAMBURGER	3.25
6	CHEESEBURGER	3.50
7	FRENCH FRIES	3.25
8	" " W/CHEESE	3.50
9	ICE CREAM - <sup>FREE POPS</sup> TWIN POPS, SMALL CUPS	\$ 1.00
10	" " - REGULAR	2.00
11	" " SPECIALIES, SUNDAES	2.50
12	SODA & WATER	2.00
13	COFFEE	1.50
14	CANDY	.10¢
15	"	.15¢
16	"	.50¢
17	"	1.00
18	"	1.25
19	CHIPS, CREOS, FAMOUS ANOUS	1.00
20	COMBOS, POP TARTS, BIG COOKIES	1.25
21	CORN DOG	2.25
22	CRACKERS & GUM	.75

## **Woodtick Recreation Area**

201 Nichols Rd.-Off RT 69  
Wolcott, CT (203) 879-8021

Daily Hours:

**Mon-Fri 10-6**

**Sat-Sun & Hol. 9-7**

**"Come have fun in the sun, at  
Woodtick Recreation Area"**

Open May 29th-Closes Sept. 6th

Large sandy beach & swimming area with  
raft and safe children's area, large picnic  
area with grills, volleyball, basketball and  
playground area for kids.



### **Season Passes**

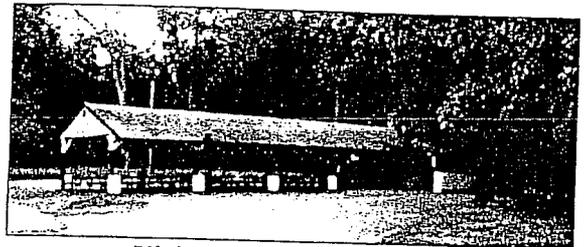
**Wolcott Residents**  
**Single \$75.00 Family \$150.00**

### **Daily Rates:**

**Wolcott Residents Mon-Fri \$3.00**  
**Wolcott Residents**  
**Sat, Sun & Hol. \$4.00**

## **Woodtick Recreation Area Pavilion**

201 Nichols Rd.-Off RT 69  
Wolcott, CT (203) 879-8021



### **This Area Contains:**

Lighted Pavilion  
3 Horseshoe Pits  
Volleyball Court  
Bocci Court  
Grass Area for Games  
Cooking Facilities  
Picnic Tables  
Restrooms

**Call Jim Scully at**  
**203-879-9231**

WOODTICK REC  
2011-12 PURCHASE ORDERS

PO #	VENDOR #	VENDOR	ACCOUNT #	\$ AMOUNT
(12-)			LEGAL & CONSULTING	
			30-8-800-3-3200	
25331	0051591	MOORE ENTERPRISE	11	\$450.00
25332	0043193	REPUBLICAN/AMERICAN	11	450.00
			MAINT. - EQUIPMENT	
			30-8-800-4-4400	
25333	0046764	BSN SPORTS	11	\$500.00
25334	0001464	CT FIRE EQUIP.	11	500.00
25364	317016	ST. PIERRE MB CORP	11	200.00
25335	002558	LOSTOCCO AUTO PARTS	11	500.00
25336	009149	ZEP SALES	11	400.00
			MAINT. REPAIR BUILDING	
25337	0042832	ADVANCE WATER	30-8-800-4-4420	800.00
25338	0046141	HOME DEPOT	11	800.00
25339	0048074	LESCO	11	500.00
25340	0014077	PAULO, JOE	11	500.00
25341	0047040	PLATT ELECTRIC	11	800.00
25342	0000200	POWER ROOTER	11	300.00
25343	0042495	RAYMOND'S LUMBER	11	800.00
25344	0042851	SUPERIOR EQUIP.	11	600.00
25345	0051416	THE PRINT SHOP	11	400.00
25346	0000606	WOLCOTT SANITATION	11	600.00
25347	004347*	WOLCOTT SANITATION	11	400.00

WOODTICK REC  
2011-12 PURCHASE ORDERS

PO #	VENDOR #	VENDOR	ACCOUNT #	\$ AMOUNT
(12 -			SNACK BAR SUPPLIES 30-8-800-4-4465	
25348	<del>0022402</del>	COCA-COLA	11	1500.00
25349	0018276	FRANKIES	11	900.00
25350	0051343	JOHN HAYES & SONS	11	2500.00
25351	0006052	MOORE MEDICAL	11	200.00
25352	0014195	NAPOLI FOODS	11	2500.00
25353	0050235	PATIS IGA	11	500.00
25354	0052499	TWO BROTHERS ICE CREAM	11	900.00
			MAINT. SUPPLIES 30-8-800-4-4466	
25355	0063692	JTP CHEMICAL	11	200.00
25356	0002599	WARE HOUSE STORE	11	600.00
			OPERATIONAL EXPENSE 308-800-4-4950	
25357	16875	ACTECH	11	500.00
			OFFICE SUPPLIES 308-800-5-5100	
25358	0056471	W.B. MASON	11	500.00
25359	0099231	Jim Scully	11	300.00

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