

**PARKS AND RECREATION AND  
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

**Monday, August 1, 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 7:00 p.m.

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

**MEMBERS ABSENT:** Anthony Gentile and Brett Muccino

**APPROVAL OF MINUTES:**

• **June 6, 2011 – Regular Meeting**

Upon **MOTION** by Harry Najarian, seconded by Steven Lagasse, it was unanimously voted to **approve** the minutes of the June 6, 2011 Regular Meeting.

**CORRESPONDENCE (on file):**

1. P&R Expenditure Report as of 7-22-11 (**Dept. 521**)
2. Acquired Facilities Expenditure Report as of 7-22-11 (**Dept. 30**)
3. Submitted by Mickie Fell, Purchase Order Requests
4. As requested, detailed Summer Staff list submitted by Mickie Fell
5. Copy of a letter dated June 9<sup>th</sup> to CT Canine Search & Rescue from Mayor Dunn granting permission to utilize Upper Scovill Reservoir for training purposes
6. Copy of a letter dated June 15<sup>th</sup> to Thomas Tella from Council Chairman Michael Santogatta regarding Finch Brook Trail

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7. Information Regarding Referendum Vote Scheduled for Saturday, August 27<sup>th</sup>
  8. Copy of Parks & Recreation & Acquired Facilities Commission Annual Report for Fiscal Year 2010-2011, submitted to the Mayor's Office as required
  9. Acquired Facilities Financial Reports through June 30, 2011
  10. Acquired Facilities Financial Reports through August 1, 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}

• **Purchase Order Requests**

Upon **MOTION** by Harry Najarian, seconded by Steven Lagasse, it was unanimously voted to **approve** the following: **1. encumber \$1,750.00** from line item **#5830 'Recreation Materials'** and authorize Mickie Fell to purchase brochures for all programs for the rest of the fiscal year (vendor: The Print Shop); **2. encumber \$600.00** from line item **#5830 'Recreation Materials'** and authorize Mickie Fell to purchase sports equipment for the Fall/Winter and Winter/Spring programs (vendor: S&S Worldwide); **3. encumber \$200.00** from line item **#5830 'Recreation Materials'** and authorize Mickie Fell to purchase materials for the Arts & Crafts program (vendor: Blick Art Materials); **4. encumber \$250.00** from line item **#8920 'Safety & Health Training'** and authorize Mickie Fell to purchase miscellaneous first aid supplies (vendor: Masune).

Upon **MOTION** by Harry Najarian, seconded by Carl Dambrauskas, it was unanimously voted to **encumber \$227.58** from line item **#8120 'Music Concerts'** and authorize Mickie Fell to hire an off duty police

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officer for E-2 concert at Peterson Park on September 11<sup>th</sup> (**vendor: Wolcott Police Dept.**)

Upon **MOTION** by Carl Dambrauskas, seconded by Harry Najarian, it was unanimously voted to **encumber \$243.09** with a new purchase order, from line item **#7180 'Park Improvements'** to pay for 4 invoices from Raymond's, submitted by the Highway Dept., to pay for materials for the installation of the new spring bouncers at the park (**NOT to be deducted from other Raymond's PO#12-GMD35**).

**OLD BUSINESS:**

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

It was noted that the Secretary sent the revised lease, which was approved by the Commission, to the Town Attorney. It has to be placed on the Town Council agenda for approval, with a letter from the Town Attorney. She will contact the Town Attorney again and request if this can be addressed sooner rather than later.

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

Chairman Cordeau advised that this item will be tabled until a future date.

**3. Discussion Regarding Mattatuck Beach**

Chairman Cordeau advised that this item will be tabled until a future date. It was noted that the sign that was required has been placed at the beach.

**NEW BUSINESS:**

**1. Update on Playground Equipment**

It was noted that the new playground equipment has been installed by the Town Crew at Peterson Park. Also, eight grills from

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the grant funds have been installed, and the remainder of the picnic tables will be assembled and brought to the park.

**2. Update on Stone Wall**

It was noted that there is a volunteer that will hopefully be able to get some of this accomplished.

**3. Appoint Sub-Committee for Walking Trail (8-27-11 Referendum)**

It was noted that Michael Perrone is the liaison from the Town Council and would like to attend meetings with the sub-committee.

Chairman Cordeau appointed the following individuals to the sub-committee:

**Steven Lagasse, Chairman**

**Harry Najarian**

**Jack Kirschbaum**

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At this time, Mr. Najarian referenced the Outdoor Theater System that was purchased by the Park & Recreation Commission for movie nights at the park almost two years ago. He stated that to date, no one has been trained and it has not been used; it is still being stored at his home. He also stated that the Wolcott Activity & Learning Center (WALC) has requested to use it at the Youth Center. Chairman Cordeau advised that he didn't think it was a good idea to lend out the equipment. Discussion followed, after which it was noted that they can discuss this for next season; it is too late now to get training done and hire people and the brochure was already distributed a long time ago. Discussion also ensued regarding the P&R budget and the WALC splitting the salary of an employee working at the Youth Center.

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At this time, lengthy discussion ensued with respect to all aspects of the Youth Center, i.e., building use, lack of volunteers, and their need for funds for building maintenance and employees. Chairman Cordeau stated that he will speak with the Mayor about the salary issue.

**TAXPAYERS' TIME:**

No taxpayers came forward.

**ITEMS FOR NEXT AGENDA:**

***Old Business:***

- Wolcott Girls Softball (WGSA) Lease
- Discussion Regarding Dredging
- Walking Trail Sub-Committee

**EXECUTIVE SESSION:**

No Executive Session was held.

**ADJOURNMENT:**

Upon **MOTION** by Jack Kirschbaum, seconded by Harry Najarian, it was unanimously voted to **adjourn** the meeting at 7:37 p.m.

**APPROVED:**

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Elizabeth Gaudiosi  
**Commission Secretary**

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