

**PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

Monday, April 2, 2012

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 1 of 5

MINUTES

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 regular meeting to order at 7:02 p.m.

MEMBERS PRESENT: Chairman Ronald Cordeau, Carl Dambrauskas, Robert Sherman, John Curley, and Steven Lagasse

MEMBERS ABSENT: Harry Najarian and Jack Kirschbaum

ALSO PRESENT: Shane Bartlett & Gary Olmstead, Dam Inspectors; Chuck O'Neil, Wolcott Boys & Girls Summer/Fall Basketball Programs

APPROVAL OF MINUTES:

- **Regular Meeting - March 5, 2012**

Upon **MOTION** by Robert Sherman, seconded by John Curley, it was unanimously voted to **approve** the minutes of the March 5, 2012 Regular Meeting.

CORRESPONDENCE (on file):

1. **P&R Expenditure Report as of 03-27-12 (Dept. 521) - {\$1,462.41 Remaining in Program Support Line Items}**
2. **Copies of Program Support checks recently mailed to organizations**
3. **Copy of Wolcott Boys & Girls Summer/Fall Basketball Programs Support Request in the amount of \$2,100 previously allocated by Commission (approved & allocated on 03-05-12)**
4. **P&R Updated Program Support Allocation Summary as of 03-06-12**
5. **Acquired Facilities Financial Reports as of 03-27-12 (Dept. 30)**

**PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

Monday, April 2, 2012

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 2 of 5

MINUTES

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}

- **Report from Dam Inspectors**

Shane Bartlett & Gary Olmstead came forward and submitted Dam Inspection Checklists for Chestnut Hill Reservoir dated 3-20-12 and for Woodtick Reservoir dated 3-21-12 (**on file**).

Mr. Olmstead reported that the work at Chestnut Hill Dam has been completed, however, they need four additional panels made. The reservoir is filling at about a foot per week; it's taking awhile due to lack of normal snow fall and precipitation. He also reported that the fence at upper Scovill's has been broken; it is a liability issue and should be repaired as soon as possible.

They next requested the following expenditures:

Upon **MOTION** by Robert Sherman, seconded by Steve Lagasse, it was unanimously voted to **expend \$400.00** from Dept. 30; line item **#4410** 'Maint – Dam/Reservoirs' for material and labor to build additional panels for repair of Chestnut Hill Dam (vendor: Gary Steele Construction) and **\$400.00** for fence repairs at Scovill Reservoir (vendor: Joe Paulo, LLC).

Upon **MOTION** by Robert Sherman, seconded by Carl Dambrauskas, it was unanimously voted to **encumber \$100.00** from Dept. 30; line item **#4410** 'Maint – Dam/Reservoirs' and **authorize Shane Bartlett** to expend up to that amount to purchase two signs for Scovill Reservoir area stating 'Prohibited Area-No One Allowed Beyond This Point' (vendor: The Print Shop).

**PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

Monday, April 2, 2012

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 3 of 5

MINUTES

• **PO Requests**

Upon **MOTION** by Robert Sherman, seconded by Carl Dambrauskas, it was unanimously voted to **request a \$1,600.00 transfer** into line item 7300 'Capital Outlay' from Dept. 521 and if approved, to **expend \$2,600.00** from that line item to purchase new granite Peterson Park sign (vendor: Ciarlo Monumental Works) **{see attached}**.

OLD BUSINESS:

1. Discussion Regarding Programs & Procedures

➤ **Wolcott Boys & Girls Summer/Fall Basketball Programs**

Chuck O'Neil came forward and briefly reviewed his program (**see attached**). He also reported the following:

- Originally the summer program was started by John Rossi who ran a league at Peterson Park in the summer; leagues from other towns were charged to play, but after many summers of a lot of rain it became difficult; they wanted their funds back
- They then started entering into other leagues that were out there
- In Wolcott, basketball is the toughest sport to compete in the NVL; it is a sport of choice in the cities
- The ages are 8th graders and returning high schoolers
- They get into some pretty good leagues that are competitive
- Last year, the boys made the state tournament for the first time since 1989
- The girls went 14 and 6 which is pretty good

A brief question and answer period was held and discussion followed.

2. Discussion Regarding Dredging

Chairman Cordeau noted that they will take this up again in the fall.

**PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

Monday, April 2, 2012

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 4 of 5

MINUTES

3. Building Committee for the Walking Trail

Chairman Cordeau noted that he still needs to speak with the Mayor about this. They have discussed that he ask the Town Council to disband the separate Building Committee that they established and allow a sub-committee of this commission to meet instead to handle this project.

4. Program Support Allocations

Chairman Cordeau advised that they have \$1,462.41 remaining in the program support line item. He noted that they had discussed allocating this to Wolcott Midget Football due to their costly equipment needs. Mr. Sherman pointed out that the BAW field equipment had a lot of damage due to the October storm and could also use some extra funds, at which time he made the following motion:

A **MOTION** was offered by Robert Sherman, seconded by John Curley, to **allocate** the remaining funds in the program support line items (#5810 & #5820) totaling \$1,462.41 from Dept. 521, equally between Wolcott Midget Football and the Baseball Association of Wolcott (\$731.20 each).

The Commission discussed the above and suggested that they add the WYAA and split the funds between those three organizations.

An **AMENDED MOTION** was offered by Robert Sherman, seconded by Steven Lagasse, to **allocate** the remaining funds in the program support line items totaling \$1,462.41 from Dept. 521, equally between Wolcott Midget Football, the Baseball Association of Wolcott, and the Wolcott Youth Athletic Association (\$487.47 each).

Chairman Cordeau called for a vote on the above amended motion which **carried** unanimously by voice vote.

**PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

Monday, April 2, 2012

Council Chambers, Wolcott Town Hall

7:00 p.m.

Page 5 of 5

MINUTES

With respect to the above allocations, the Commission requested that the letter to the organizations request that they make a capital improvement with the funds.

5. Weekend Park Attendant

Chairman Cordeau reported that Richard Johnson was hired for the position and started this past weekend.

NEW BUSINESS:

There was no new business on the agenda.

ITEMS FOR NEXT AGENDA:

Old Business:

- Discussion Regarding Programs & Procedures
- Discussion Regarding Dredging
- Building Committee for the Walking Trail

TAXPAYERS' TIME:

No taxpayers came forward.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Upon **MOTION** by Steven Lagasse, seconded by Carl Dambrauskas, it was unanimously voted to **adjourn** the meeting at 7:40 p.m.

APPROVED:

Elizabeth Gaudiosi
Commission Secretary

Ronald Cordeau, Chairman
Park & Recreation Commission

Quote To: AT - Shane

Peterson Park Sign

The Town of Wolcott, CT / Recreation Div.

QUOTE # WOLCOTT-100-PP
DATE: MARCH 26, 2012

Phone (203)-879-8100
Fax (203)-879-8143

TO The Town of Wolcott, CT
10 Kenea Ave.
Wolcott, CT 06716
Phone (203)-879-8100
Fax (203)-879-8143

FROM Ciarlo Monumental Works
2273 East Main St.
Waterbury, CT 06705
Phone (203)-753-4997
Fax (203)-575-1339

SALESPERSON	JOB	DELIVERY DATE	PAYMENT TERMS	DUE DATE
Paul Hitchens	Peterson Park Sign	Not Specified	1 Payment	Pending

QTY	ITEM #	DESCRIPTION	PAYMENT
1	1	All Polished Imperial Gray Arched Top Sign 56in x 36in with 18in tall Legs	\$1,500.00
1	2	Sandblast "Peterson Memorial Park Est. 1963" Into Jet Black Granite	\$715.00
1	3	Paint "Black" for Lettering	\$25.00
1	4	Artwork	\$50.00
1	5	Cleaning	\$10.00

Installation

\$300.00

Sub Total

\$2,600.00

Tax Exempt Requires Tax ID Number / Tax on Stone and Paint Products Only

\$140.65

Final Total

\$2,740.65

Tax number

~~_____~~

this will be removed I am fixing

TOWN of WOLCOTT

REQUEST FOR TRANSFER

DATE: 3/29/12

REQUESTOR: Ronald Cordeau DEPT.# 521

The following budget transfer(s) is requested:

	<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TO	<u>01-5-521-7-7300</u>	<u>Capital outlay</u>	<u>1,600.00</u>
FROM	<u>01-5-521-8-8120</u>	<u>Music concerts</u>	<u>850.00</u>
	<u>01-5-521-8-8920</u>	<u>Safety & Health training</u>	<u>750.00</u>
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

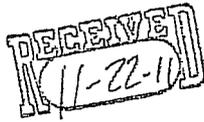
ALL REQUESTS FOR TRANSFERS MUST BE PRESENTED TO THE TOWN COUNCIL FOR APPROVAL - PLEASE ENSURE THAT ALL INFORMATION IS COMPLETE & ACCURATE

The reason the "to" account(s) is exhausted:
This purchase was not budgeted.

The transfer(s) is needed because of the following reason:
New Granite Sign for Pet & Son Park (spray paint proof)
(old one was destroyed - wood)

The effect on the "from" account(s):
No effect:

APPROVAL: DATE:



Wolcott Boys & Girls Summer
& Fall Basketball Program

Chuck O'Neil

223 Beach Road

Wolcott, CT 06716

Town of Wolcott

Parks & Recreation & Acquired Facilities

10 Kenea Avenue

Wolcott, CT 06716

Dear Members of Parks & Recreation and Acquired facilities,

I have completed the program support request form that you mailed out to me. I am also including a summary of our summer and fall activities since our program is a bit different than others you support. Our program is for high school age boys and girls. The support you provide helps defer some of the cost of league fees for our high school players to compete in the off season. The leagues we participated in this year all provided game jerseys. I would not consider this your conventional travel league since, while we do travel, it is consistently to the same venue each week to participate in the league of the host city or town.

We are requesting the same amount of funding, \$2,100, as we have the last few years, which is down from \$3,000+, when we first began the program. Fundraising and donations have helped us reduce our dependency on town funds.

I look forward to attending one of your upcoming meetings to discuss our program with you. Thank you for your past support.

Sincerely,

A handwritten signature in black ink that reads "Chuck O'Neil". The signature is written in a cursive, slightly slanted style.

Chuck O'Neil

WHS Class of '77

Summary for 2011 Boys & Girls Summer League Program

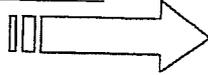
Leagues Entered in 2011	Schedule	League Name	Location	Entry Fee
Summer League (boys varsity)	10 games plus playoffs - July & August	YMCA High School Basketball League	Waterbury YMCA	600
Summer League (girls varsity)	12 games plus playoffs - July & August	Torrington Park & Rec Basketball League	Torrington Armory & Wetmore-Vogel MS	700
Summer League (girls jv)	12 games plus playoffs - July & August	Torrington Park & Rec Basketball League	Torrington Armory	700
Fall League (boys varsity)	10 games plus playoffs - October & November	Salsa Basketball League	Chase Parkway Rec Center & North End Rec Center	600
Fall League (girls varsity)	12 games plus playoffs - October & November	Connecticut Magic Fall League	St. Paul HS & Chippens Hill MS	750
Entry Fee Total				3350
Fundraising / Donations				1300
Total Out-of-Pocket				2050
Funds provided by Park & Rec				2100
Surplus				50

WOLCOTT PARKS & RECREATION & ACQUIRED FACILITIES COMMISSION
TOWN OF WOLCOTT

10 Kenea Avenue
 Wolcott, CT 06716
 Phone: 203-879-8100 • Fax: 203-879-8105

The Wolcott Parks & Recreation & Acquired Facilities Commission is requesting this information from all of the organizations that we dispense funds to. This information will allow us to disperse funds to the organizations and also give a better accounting of how the Town's funds are being spent. It is required of your organization to supply us with this information. Please fill out this form completely and return it to us ASAP.

NAME & ADDRESS OF ORGANIZATION:



WOLCOTT BOYS & GIRLS BASKETBALL TEAM
 CHUCK O'NEIL
 223 BEACH RD
 WOLCOTT, CT 06716

	Column A	Column B	Column C
1. Number of Children in Non-Travel Program Enter in Column A	→		
2. Number of Children in Travel Program Enter in Column A	→ 35		
1 a. Fee Charged per Child (Non-Travel) Enter in Column B		→ \$ N/A	
2 b. Fee Charged per Child (Travel) Enter in Column B		→ \$ N/A	
3. How many non-resident children/teams participate in your program? Enter in Column A	→ -0-		
4. Fee charged for non-resident participants? Enter in Column B		→ \$ N/A	
5. Is the Child's Uniform Included in the Fee? Enter in Column A	→ (Y)N		
6. Average Cost of the Uniform IF Included in the Fee Enter in Column C			→ \$ N/A
7. Cost of Insurance Per Child Fee Enter in Column C	COVERED IN LEAGUE FEE		→ \$ N/A
8. Are you Charged a Per Child Fee from a State or Regional Organization? If YES, How Much? Enter in Column C	Non Travel		→ \$ -0-
	Travel		→ \$ -0-
9. What is the Organization's Average Yearly Net Profit From Donations? Based on the last 3 years Enter in Column B		→ \$ -0-	
10. What is the Organization's Average Yearly Net Profit From Fundraising? **Don't include Town of Wolcott Funds Enter in Column B		→ \$ 1200	
11. Yearly Net Costs of Awards, Trophies, & Banquets Enter in Column C			→ \$ N/A
12. Yearly Net Profit from Snack bar Sales Enter in Column B		→ \$ N/A	
SNACK BAR RUN BY HOST TOWN OUTSIDE OF WOLCOTT			
13. Average Yearly Equipment Costs (based on last 3 yrs) Enter in Column C			→ \$ -0-
14. Average Yearly Maintenance Costs (based on last 3 years) (Fields, bleachers, fencing, etc) LEAGUE FEES Enter in Column C			→ \$ -0-
15. What is your Average Yearly Cost for Umpires, Referees, and/or Officials? COVERED BY LEAGUE FEES Enter in Column C			→ \$ -0-
16. What are your Average Yearly Rental Costs? (Port-O-Lets, gym time, and field rental) COVERED BY LEAGUE FEES Enter in Column C			→ \$ -0-
17. What are Your Average Yearly Administrative Fees? (based on last 3 years) Postage, office supplies, accounting services) Enter in Column C			→ \$ -0-

WHAT IS YOUR ORGANIZATION'S BUDGET REQUEST FOR THE 2011-2012 FISCAL YEAR?



\$ 2100