

**PARKS AND RECREATION AND  
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

**Monday, June 4, 2012**

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 regular meeting to order at 7:00 p.m.

**MEMBERS PRESENT:** Chairman Ronald Cordeau, Vice-Chairman Jack Kirschbaum, Carl Dambrauskas, Robert Sherman, John Curley, and Harry Najarian

**MEMBERS ABSENT:** Steven Lagasse

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

**APPROVAL OF MINUTES:**

- **Regular Meeting - May 7, 2012**

Upon **MOTION** by Harry Najarian, seconded by Jack Kirschbaum, it was unanimously voted to **approve** the minutes of the May 7, 2012 Regular Meeting, with one abstention from Robert Sherman.

**CORRESPONDENCE (on file):**

1. P&R Expenditure Report as of 05-29-12 (Dept. 521)
2. Purchase Orders for FY 2012-2013
3. Purchase Order Requests from Program Director FY 2012-2013
4. Purchase Order Requests from Woodtick Rec. Area Director for FY 2012-2012
5. Memo dated May 10<sup>th</sup> from the Safety & Health Committee regarding fencing at Woodtick Recreation Area
6. Letter received on May 21<sup>st</sup> from Boy Scouts of America - Troop 3 requesting help with rental fee at Woodtick Recreation Area for their 100 year Celebration

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7. 2012 Summer Program Brochure: Summer Program Begins on June 25<sup>th</sup>-Brochures have been distributed to all 3 schools –will also be placed on Website
8. Acquired Facilities Financial Reports as of 05-25-12 (Dept. 30)

**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 Woodtick Recreation Area Director**

Jim Scully came forward and reported the following:

- Woodtick Recreation Area had a great Memorial Day weekend opening; they took in more than double than last year
- For the weekend, admissions totaled \$3,855.00 and \$1,176.00 in concessions for a total of over \$5,000.00
- Last year the total for the same weekend was only \$2,260.00
- Unfortunately now, the weather is not cooperating; the whole week is supposed to be a wash out
- Eric Martin cleaned the area up well in April so he did not have to bring in any lifeguards until later on to do some painting
- The area looks great, and everything is up and running well
- There is a total of 43 picnics booked so far for the season, which is equal to what they had at this time last year; there are a few openings on Friday nights and some in September which will probably get booked
- The purchase orders that he submitted tonight for FY 2012-2013 are just about the same as last year's
- Fees and food prices are the same for this year
- Handicapped Commission has requested some help with the ramps that go over the bridge; they are a little rough; Don

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Vallancourt said he would speak with Dave Kalinowski; it should not cost the Commission any money; the ramp going over the drain to the restrooms are a little wobbly; they have been fixed previously, but need a more permanent fix; the Town Crew will have to get involved for a more permanent fix

- They have also requested locks on the insides of the restroom doors and changing tables; he can pick up some tables for about \$50.00 - \$70.00 each and keep them in the storage room so that they can take the tables out when they need them; this will work fine for down below, but not for up above
- 7 season passes have been sold so far; last year only 13 were sold for the season
- He purchased a new fryolator and refrigerator with the current year's funds; everything else is in working order

Mr. Sherman referenced the letter from the Safety & Health Committee regarding some damaged fencing and also regarding fencing in the entire beach area (**see attached**). Discussion followed, after which Mr. Scully noted that about 10 years ago they got a price of \$17,000 or \$18,000 to fence in the whole area. They have had the Town's insurance company walk through and they have never requested that the beach be entirely fenced in.

• **Purchase Order Requests**

Upon **MOTION** by Robert Sherman, seconded by Kirschbaum, it was unanimously voted to **approve** the list of Purchase Orders FY 2012-2013 as submitted by Jim Scully (**see attached**).

Upon **MOTION** by Robert Sherman, seconded by Harry Najarian, it was unanimously voted to **encumber** the following items for FY 2012-2013 from **line item #7180** 'Park Improvements': **\$3,150.00**, to expend \$450.00 per month to pay for portable toilets at Peterson Park for seven (7) months (July, Aug., Sept, Oct., April, May & June) **{vendor: Superior Sanitation}; \$250.00** for an open account at **Raymond's** and **\$1,000.00** for an open account at **Superior Equipment** and **authorize** Richard San Angelo to expend up to this amount for various miscellaneous supplies for repairs & maintenance of Peterson Park.

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Regarding the above purchase order for the portable toilets, the Commission noted that they will wait to see if they need one for the month of November and/or maybe just have one removed that month. They will issue a separate purchase order if needed when November approaches.

Upon **MOTION** by Harry Najarian, seconded by Jack Kirschbaum, it was unanimously voted to **approve** the list of Purchase Orders for FY 2012-2013 as submitted by Mickie Fell (**see attached**).

**SUB-COMMITTEE REPORTS: WALKING TRAIL**

The Chairman of the above sub-committee, Mr. Lagasse, was not present; Commission will get an update at next meeting.

**OLD BUSINESS:**

**1. Discussion Regarding Programs & Procedures**

There was nothing new to report regarding the above item.

**2. Discussion Regarding Dredging**

There was nothing new to report regarding the above item.

**NEW BUSINESS:**

There was no new business on the agenda.

Upon **MOTION** by Carl Dambrauskas, seconded by John Curley, it was unanimously voted to **add** 'Discussion Regarding BAW Newspaper Article' to New Business on the agenda.

**1. Discussion Regarding BAW Newspaper Article**

Chairman Cordeau referenced the newspaper article that was published regarding the issue that there may be alcohol consumption going on at the BAW fields. He stated that he would like permission

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from the Commission to send a letter to the BAW to reiterate that no alcohol is allowed on that property or other town properties. He commented that it may be here say, however, if it is true, it is a major concern. Everyone needs to understand that it will not be tolerated.

Also, Mr. Sherman stated that he heard that there may be people trespassing upon the BAW fields when they are not in use, who are drinking and leaving cans and bottles on the fields.

***It was requested that the Secretary send a letter regarding the above to the BAW and to copy the Wolcott Police Department.*** If the Wolcott Police patrol the area more frequently, it may serve as a deterrent.

Upon **MOTION** by Robert Sherman, seconded by Harry Najarian, it was unanimously voted to **add** 'Discussion Regarding Letter from Boy Scouts' to New Business on the agenda (**see attached**).

**2. Discussion Regarding Letter from Boy Scouts**

Regarding the above, the Commission stated that they will offer the 'Town Non-Profit' (\$275.00) rate to the Waterbury Boy Scouts, with no additional discount.

***It was requested that the Secretary send a letter to the Waterbury Boy Scouts Troop 3 stating the above.***

**ITEMS FOR NEXT AGENDA:**

***Old Business:***

- Discussion Regarding Programs & Procedures
- Discussion Regarding Dredging

**TAXPAYERS' TIME:**

1. **Michael Bruce, of 424 Boundline Road**, came forward and stated that he will be scrolling information regarding the programs in the summer brochure prior to the Town Council meetings that are aired. He will do this for both of the June meetings.

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**EXECUTIVE SESSION:**

No Executive Session was held.

**ADJOURNMENT:**

Upon **MOTION** by Robert Sherman, seconded by John Curley, it was unanimously voted to **adjourn** the meeting at 7:29 p.m.

**APPROVED:**

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Elizabeth Gaudiosi  
**Commission Secretary**

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



# TOWN OF WOLCOTT

TOWN HALL • 10 Kenea Avenue  
Wolcott, Connecticut 06716  
Tel. (203) 879-8100 • Fax: (203) 879-8105

## MEMORANDUM

Date: May 10, 2012

To: Ron Cordeau  
Acquired Facilities and Parks & Recreation Commission

From: Joe Ouimet, Chairman  
Safety & Health Committee

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This letter is to inform you that at our 5/8/12 Safety and Health Meeting there was discussion on the findings from the Safety Site Inspections done on town owned buildings and properties. It was found that the fence on the water side is rusty and broken and should be replaced. In my opinion I believe that all of Scovill's Beach should be fenced in to avoid a potentially dangerous future situation regarding access to the water by anyone walking in the wooded area next to the beach. I would like to discuss this with you so please give me a call at 1-203-768-6535 when you have a chance.

Thank you,

Joe Ouimet, Chairman  
Safety and Health Committee

WOODTICK RECREATION AREA  
 FISCAL YEAR 2012-2013  
 PURCHASE ORDERS

<u>PO#</u>	<u>Vendor #</u>	<u>Vendor</u>	<u>Account #</u>	<u>\$ Amount</u>
			LEGAL & CONSULTING 30-8-800-3-3200	
	0051591	MOORE ENTERPRISES	"	\$450.00
	0043193	REPUBLICAN AMERICAN	"	\$450.00
			MAINT-EQUIPMENT 30-8-800-4-4400	
	0046764	BSN SPORTS	"	\$500.00
	0001464	CT FIRE EQUIPMENT	"	\$250.00
	317016	ST. PIERRE MFG. CORP.	"	\$200.00
	002558	LOSTOCCO AUTO PARTS	"	\$500.00
	009149	ZEP SALES	"	\$400.00
			MAINT. REPAIR-BUILDING 30-8-800-4-4420	
	0012832	ADVANCE WATER SYSTEMS	"	\$800.00
	0046141	HOME DEPOT	"	\$1,000.00
	0048074	LESCO-JOHN DEERE	"	\$500.00
	0014077	JOE PAULO, LLC	"	\$500.00
	0042495	RAYMOND'S LUMBER	"	\$1,000.00

0042851	SUPERIOR EQUIP & SUPPLIES	"	\$600.00
0051416	THE PRINT SHOP	"	\$400.00
0000606	WOLCOTT SANITATION	"	\$800.00
0043475	WOLCOTT POWER EQUIP.	"	\$600.00

SNACK BAR SUPPLIES  
30-8-800-4-4465

0032402	COCA-COLA	"	\$1,200.00
0018276	FRANKIES FAMOUS FOODS	"	\$700.00
0051343	JOHN HAYES & SONS	"	\$2,500.00
0006052	MOORE MEDICAL SUPPLIES	"	\$200.00
0014195	NAPOLI FOODS	"	\$2,600.00
0050235	PAT'S IGA	"	\$500.00
0052499	TWO BROTHERS ICE CREAM	"	\$1,200.00

MAINT. SUPPLIES  
30-8-800-4-4466

0003692	JTP CHEMICAL	"	\$200.00
00052599	WAREHOUSE STORE FIXTURES	"	\$700.00
0043475	WOLCOTT POWER EQUIP.	"	\$100.00

OPERATIONAL EXPENSE  
30-8-800-4-4950

16875 ANALYTICAL CONSULTING TECH. " \$500.00

OFFICE SUPPLIES  
30-8-800-5-5100

16054 SUBURBAN STATIONERS " \$400.00  
0099231 JIM SCULLY " \$300.00

# Purchase Order Requests from Program Director for FY 2012-2013 (8 Total)

To: PRAF Commission

I would like to get the following Purchase Orders approved for the next fiscal year's budget beginning July 1, 2012 (FY2012-2013).

They are the same as last year except where noted.

Thank you,  
Mickie

- 
1. Barker Specialty: \$120.00 from line #5830 - polo shirts for Working Park Attendant Rich San Angelo ( He says he has only one left)
  2. Party Plus: \$750.00 from line #5830 for End of Summer program "Carnival" (\$50.00 higher than last year in case prices have increased)
  3. A-1 Engraving: 100.00 from line #8110 for awards for best campers

## Summer Concerts:

4. Roundhouse Productions: \$600.00 from line #8120 for E-2 concert Sep 2
5. Roundhouse Productions: \$500.00 from line #8120 for Summertime Johnny concert July 8 (replacing other band for same cost)
6. Paul Lafontaine: \$400.00 from line #8120 for Clearview concert August 5
7. Charles Lowe: \$500.00 from line #8120 for Redline concert July 15
8. Dante Galupo : \$2,000.00 from line # 8120 for concerts July 22, July 29, August 12, and August 26 (yearly contract: Music Performance Funds of the Recording Industries as arranged by Local 186, American Federation of Musicians of Greater Waterbury)

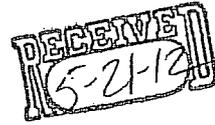


# TROOP 3

## Boy Scouts Of America

Mill Plain Union Church  
242 Southmayd Road Waterbury, CT 06705

Mr. Ron Cordeau  
6/8  
Wolcott Town Hall  
10 Keenea Ave.  
Wolcott, Ct. 06716



Mr. Cordeau;

My name is Gary R. Maheu Sr. and I,m writing this letter in behalf of Boy Scouts Troop 3, Waterbury, Ct.

Twenty - Five years ago we had rented the Wolcott Rec. Pavillion area to celebrate our 75 years of Scouting and as of this year we will be celebrating ( beginning Sept.12th 2012) our 100th years of continious scouting.

We chose to have our celebration on Sept 16, at the Wolcott Rec. Pavillion again. This is a once in a lifetime event. I,ve talked to Mr. Scully and he said that the date is alright with him and he said to contac you. We would appreciate and help toward our rental fee for this special event.

Thank you for your help on this matter.

With the Scouting Spirit Always

Gary R. Maheu Sr.  
86 Grilleytown Rd.  
Waterbury, Ct 06704-2409  
Home 203-756-3596  
Cell 203-206-4288

PS  
Please send any corresponse to my home address.