

**PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

Monday, January 7, 2013

Council Chambers, Wolcott Town Hall

7:00 p.m.

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MINUTES

Chairman Cordeau called the regular meeting to order at 7:00 p.m.

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

MEMBERS ABSENT: Harry Najarian

ALSO PRESENT: Trish Mueller

APPROVAL OF MINUTES:

- **Regular Meeting – December 3, 2012**

Upon **MOTION** by Robert Sherman, seconded by Jack Kirschbaum, it was unanimously voted to **approve** the minutes of the December 3, 2012 Regular Meeting.

CORRESPONDENCE (on file):

1. **P&R Expenditure Report as of 12-28-12 (Dept. 521)**
2. **Memo dated December 4th to Mayor Dunn regarding the valves at Chestnut Hill Reservoir**
3. **Letter dated December 12th from Mayor Dunn regarding the valves at Chestnut Hill Reservoir containing the on-site inspection report from the Town Engineer**
4. **Memo dated December 21st to Linda Bruce regarding the furnace at 201 Nichols Road**
5. **Letter dated December 26th from East River Energy regarding equipment at 201 Nichols Road**
6. **Copies of Program Support Checks distributed to organizations**
7. **P&R (Dept. 521) Program Support Allocation Summary as of 12-5-12**

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**8. Acquired Facilities Financial Reports through December 27, 2012
(Dept. 30)**

**9. Program Support Request from Wolcott Boys & Girls Summer/Fall
Basketball Programs in the amount of \$2,100**

10. P&R Program Support Allocation Summary as of 01-07-13

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}

There were no staff reports/purchase order requests.

SUB-COMMITTEE REPORTS: WALKING TRAIL

Mr. Lagasse reported that he had a conversation with William Tynan who expressed interest in serving on the sub-committee. Mr. Tynan would be a great asset as he has a wealth of experience associated with that property and he is also an attorney. The survey is not yet complete but should be soon. Also, at some point they should notify the property owners along the boundary.

OLD BUSINESS:

1. Discussion Regarding Programs & Procedures

There was no discussion regarding the above item.

2. Discussion Regarding Dredging

Chairman Cordeau advised that he spoke with the Mayor and Mr. Kalinowski. Being that they don't have to lower Chestnut Hill now to do the gate repairs, they will instead lower Scovill's so that they can kill the weeds. Also, while lowered on the Munson side, when it becomes

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somewhat stable, the Town will go in with an excavator and remove material on the far side, which will open a channel for the water to flow. The material will not be hauled out yet, it will be piled up off to the side for the time being. Brief discussion followed.

3. Program Support Allocations

Upon **MOTION** by Robert Sherman, seconded by Steven Lagasse, it was unanimously voted to **allocate \$2,100.00** from line item **#5820** 'Program Support-Other' to the **Wolcott Boys & Girls Summer/Fall Basketball Programs** for Program Support for fiscal year 2012-2013.

NEW BUSINESS:

1. Discussion Regarding Chestnut Hill Valves

Chairman Cordeau referenced the letter from the Mayor containing the on-site inspection report (**see attached**). The report noted that there is no need at this time to drain the reservoir. The gates are closed, and if there was any need, they could pump the water out if the valves did fail. In the spring, they will work on doing a full inspection to determine what, if any, work needs to be done. Brief discussion followed.

2. Discussion Regarding Dog Park

Trish Mueller, of 55 Harrison Drive, came forward and stated that she is volunteering to develop a dog park at the newly acquired property at 127 Mad River Road, and presented the following:

- They walked the property; the size of the parcel is about 3 acres; and they are looking to utilize about 1 acre for the dog park
- There is still an existing building and there are discussions about what to do with the building
- They would like to build a bridge between Peterson Park and the dog park

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- They will be doing a lot of fundraising to pay for fencing and any grass or parking needed; the entire area needs to be fenced in; the fencing needs to be about 6 ft. high
- She is estimating that they need to raise about \$30,000
- She is looking to put together the following 3 committees and is looking for volunteers:
 1. Park Design & Landscaping Committee
 2. Marketing/Advertising/Fundraising/Communication Committee
 3. Park Rules Committee
- She is working with Dave Wilson to get this information on the website

Mr. Kirschbaum suggested that she contact Joe Ouimet, who is the Animal Control Officer and who is also the Master of the Grange which focuses on raising money for some of the pounds. He has done a lot of fundraising and would be a great asset for the dog park. He would also be a great resource with getting the word out for people to help volunteer on the committees. Chairman Cordeau suggested that Mr. Kirschbaum can be a liaison between the dog park committees and the Commission.

A question and answer period was held and discussion followed with respect to some of the specifics of this project, and in addition, with respect to insurance and safety issues. Ms. Mueller stated that many things have yet to be determined as the committees have not even been put together yet. Chairman Cordeau thanked Ms. Mueller for volunteering to get this accomplished and requested that she keep the Commission informed from time to time and contact the Commission with any issues that she may have.

ITEMS FOR NEXT AGENDA:

Old Business:

- Discussion Regarding Programs & Procedures
- Discussion Regarding Dredging
- Program Support Allocations
- Discussion Regarding Chestnut Hill Valves

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- Discussion Regarding Dog Park

New Business:

- Set 2013 Field Allotments

TAXPAYERS' TIME:

No taxpayers came forward.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Upon **MOTION** by Robert Sherman, seconded by Steven Lagasse, it was unanimously voted to **adjourn** the meeting at 7:30 p.m.

APPROVED:

Elizabeth Gaudiosi
Commission Secretary

Ronald Cordeau, Chairman
**Parks & Recreation & Acquired
Facilities Commission**

THOMAS G. DUNN
MAYOR



OFFICE OF THE MAYOR
TOWN OF WOLCOTT

December 12, 2012

Ronald Cordeau, Chairman
Park & Recreation/Acquired Facilities
10 Kenea Ave
Wolcott, Ct 06716

Re: Valves – Chestnut Hill Reservoir

Dear Ron:

This letter is in response to your memo dated December 4, 2012 concerning the Valves at Chestnut Reservoir. I spoke with our Town Engineer and the Director of Public Works about your concerns and after doing an on-site inspection, this is the response from our Town Engineer:

Gentlemen:

After reviewing the Chestnut Hill Reservoir Dam (CHRD), yesterday we (Walter Gancarz and I), have the following recommendations:

1. There is no need to immediately draw down the Reservoir. DEEP guidelines suggest that impoundments less than 5000 acres-ft should be capable of draining half (1/2) of the reservoir capacity in seven (7) days. CHRD is approximately 2000 acre-ft. Rough calculations would indicate that the 20" drain would take 11 days to drain half of the pond. (This assumes that the weir boards only drain to the reservoir in the Tower and ultimately the only way the water can exit is through the 20" pipe.) The additional 12" drain would provide the additional flowrate necessary to meet the 7 day time limit. However, the 7 day requirement is only a guideline and if necessary we can supplement the 20" drain with pumps should the need arise.
2. We need to determine how the dam operates including all the valves and drains and weirs. We should search the archives for any information available. If not available we should use cameras to inspect the drain pipes and valves to determine how and why the other drain is not working. If that is not successful, then we can use a diver to inspect. The last option would be to drain the reservoir.

3. We need to prepare the Dam Emergency Action Plan which is required by DEEP but will also provide us with mapping necessary to get a complete understanding of the operation of the Dam.

I will get cost estimates for preparing the Emergency Action Plan and to conduct the camera inspections. While there is no reason to panic and immediately drop the level of the Dam, we should diligently proceed with the items listed above.

Ron, there will be more correspondence between my office and your Commission in the future to discuss this concern.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. G. Dunn', with a long horizontal flourish extending to the right.

Thomas G. Dunn
Mayor, Town of Wolcott

Cc: Linda Bruce, MFO
Mark Garrigus, Chairman
Inlands/Wetlands Commission

diosi

O'Neil, Charles G PW <charles.oneil@pw.utc.com>

Wednesday, December 12, 2012 4:17 PM

Beth Gaudiosi

RE: Program Support Request

Scanned from a Xerox multifunction device001.pdf.pdf

Subject:

Attachments:

Beth! Very sorry for the delay.

Attached is the completed program support request form for 2012-2013. We are requesting the same amount as last year in the amount of \$2100.00. We expect our overall expenses for 2013 to total \$3150.00 with the shortfall being made up by player donations and fund raising (same as 2012 per attached).

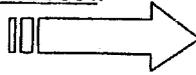
Let me know if there are any other questions.

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.

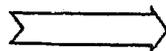
NAME & ADDRESS OF ORGANIZATION:



WHS SUMMER/FALL BASKETBALL
 c/o CHUCK O'NEIL
 223 BRANT ROAD
 WOLCOTT, CT 06716

	Column A	Column B	Column C
1. Number of Children in Non-Travel Program Enter in Column A	→ -0-		
2. Number of Children in <i>Travel</i> 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 (<i>Travel</i>) Enter in Column B		→ \$ 20	
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	INCLUDED BY LEAGUES		→ \$ -0-
8. Are you Charged a Per Child Fee from a State or Regional Organization? If YES, How Much? Enter in Column C	Non Travel		→ \$ N/A
	Travel		→ \$ N/A
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		→ \$ -0-	
11. Yearly Net Costs of Awards, Trophies, & Banquets Enter in Column C			→ \$ -0-
12. Yearly Net Profit from Snack bar Sales Enter in Column B		→ \$ N/A	
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) Enter in Column C			→ \$ -0-
15. What is your Average Yearly Cost for Umpires, Referees, and/or Officials? Enter in Column C	LEAGUE FEE INCLUDES GYM, REFEREE & EQUIP		→ \$ 3150
16. What are your Average Yearly Rental Costs? (Port-O-Lets, gym time, and field rental) Enter in Column C			→ \$ N/A
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 2012-2013 FISCAL YEAR?



\$ 2,100.⁰⁰

2012 Summary for Boys & Girls Summer/Fall Basketball Program

2012 League Activity	League	Schedule	Location	Entry Fee
Summer League (Boys Varsity)	YMCA High School Basketball League	10 games plus playoffs - July & August	Waterbury YMCA	600
Summer League (Girls Varsity)	Torrington Park & Rec Basketball League	12 games plus playoffs - July & August	Torrington Armory & Wetmore-Vogel MS	700
Summer League (Girls Jr. Varsity)	Waterbury PAL Basketball League	10 games plus playoffs - July & August	Various locations within the Waterbury School System	550
Fall League (Boys Varsity)	Salsa Basketball League	10 games plus playoffs - October & November	Chase Parkway Rec Center & Northg End Rec Center	650
Fall League (Girls Varsity)	Connecticut Magic Basketball League	12 games plus playoffs - October & November	St. Paul HS & Chippens Hill MS	775
Fall League (Girls Jr. Varsity)	Connecticut Magic Basketball League	10 games plus playoffs - October & November	St. Paul HS & Chippens Hill MS	550
Total League Fee Expense				3825
Fundraising / Player Contributions				1725
Funds provided by Park & Rec / Acquired Facilities				2100
Total Expenses				3825