

**PARKS AND RECREATION AND  
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

**Monday, March 4, 2013**

Council Chambers, Wolcott Town Hall

7:00 p.m.

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**MINUTES**

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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, Carl Dambrauskas, and Harry Najarian

**MEMBERS ABSENT:** None

**ALSO PRESENT:** Trish Mueller, Volunteer Dog Park Coordinator

**APPROVAL OF MINUTES:**

• **Regular Meeting – February 4, 2013**

Upon **MOTION** by Harry Najarian, seconded by Carl Dambrauskas, it was unanimously voted to **approve** the minutes of the February 4, 2013 Regular Meeting.

**CORRESPONDENCE (on file):**

1. P&R Expenditure Report as of 2-22-13 (Dept. 521)
2. Memo dated February 8<sup>th</sup> to sports organizations regarding their approved field allotments for 2013 (calendars attached separately)
3. Copy of program support check in the amount of \$8,000 to Wolcott Activity & Learning Center
4. Letter dated February 20<sup>th</sup> from the Walking Trail Sub-Committee to all abutting homeowners and landowners
5. Letter from Skyhawks Sports Academy offering youth sports programs at no cost to the Town
6. P&R (Dept. 521) Program Support Allocation Summary as of 2-5-13

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**7. Acquired Facilities Financial Reports through February 22, 2013  
(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}

Chairman Cordeau stated that Dave Pelletier has all of the staff lined up for this coming season at Woodtick Recreation Area. He will be meeting with them sometime this month and will also provide a list of all of the employees that he hired. Most of them have worked at the area in the past; there are only three new hires all of whom are certified.

Mr. Najarian asked if they will get that list ahead of time. Chairman Cordeau stated that they will get the list of all of the employees hired at the next meeting. Mr. Najarian added that they also need to get the list from Mickie for the summer staff ahead of time too, so they can see the names before she picks them in case they have someone that they would like to be hired.

**SUB-COMMITTEE REPORTS: WALKING TRAIL**

Mr. Lagasse referenced the letter in the packet that was sent out on February 20<sup>th</sup> to the abutting property owners (**see attached**). He noted that he has not received any feedback since the letter went out. The next meeting of the sub-committee is scheduled for March 20<sup>th</sup> at the Town Hall. He heard from Bob Green via email regarding the last piece of the survey around the dam. He advised Mr. Green to check with the Town Engineer to see if he has any concerns on that work before they move ahead and approve final payment.

**OLD BUSINESS:**

**1. Discussion Regarding Dog Park**

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Trish Mueller came forward and reported the following on the status of the dog park project:

- They have a website that is up and running
- They also have a Facebook page; wolcottdogpark
- They published an article in the February Wolcott Community News asking for volunteers and they will be publishing another article in March
- They held a meeting at the Town Hall last Tuesday; about 20 people showed up
- Met with Joe Ouimet on February 21<sup>st</sup>; The Grange is offering to do a pet parade with proceeds going to the dog park; Joe has been very helpful with numerous fundraising ideas
- They have also contacted Joe Monroe; he will be asking the students to create a logo for the dog park
- She spoke with Linda Bruce, MFO, regarding the accounting activities
- She also spoke with Roger Levesque, Town Treasurer, about setting up a PayPal account
- They have a PO Box almost established
- Joe Ouimet is setting up something with WATR so that they can promote the dog park on the radio
- She is looking for somebody to create a rendering of the dog park; Mayor Dunn gave her the name of someone who may be able to do it
- The Grange will be holding a Pet Expo on April 20<sup>th</sup> looking for volunteers
- They spoke about creating a goal 'thermometer' and maybe setting it up in the Green which will show the progress they are making towards their goal
- Girls, Inc. will be doing a Zoomba for Pets fundraiser
- In June they will hold a Pet Picnic at Peterson Park

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Mrs. Mueller advised that they just have one question for the Commission regarding the land itself, at which time she inquired how much of the total property is allocated to the dog park, and if the Commission will be using the property for other things.

Chairman Cordeau complimented Mrs. Mueller on her efforts and accomplishments. Discussion followed with respect to the average size of other dog parks, at which time Mrs. Mueller distributed a map of the one in Rocky Hill which is about an acre and a half. Discussion was held regarding whether the buildings on the property will be coming down or not. Chairman Cordeau stated that the Mayor said they will be coming down. However, after further discussion it was noted that some of them may be useful for other purposes. Discussion continued with respect to tapping into the waterline, putting in a bridge, and constructing a pavilion within the fencing to provide a shaded area. Chairman Cordeau suggested that when the weather gets better they can all visit the property to get a better perspective of the property and the buildings. It was suggested to bring along the Building Inspector.

**2. Discussion Regarding Programs & Procedures**

Chairman Cordeau noted that he met with the Mayor and the Finance Officer last week regarding their 2013-2014 budget request and advised that the WALC (Wolcott Activity & Learning Center) will no longer be under this Commission. The monies that have been earmarked for the WALC will be removed from their program support line items and be placed in another department. This will be effective in the next fiscal year's budget.

**3. Discussion Regarding Dredging**

There was no new information to report; the above item is on hold for the time being.

**4. Program Support Allocations**

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All of the allocations have been completed. A balance of \$3,200 remains in the program support line items. The Commission will look at this again after programs start to see if there are any special needs that would warrant additional allocations.

**5. Discussion Regarding Chestnut Hill Valves**

There was no new information to report; the above item is on hold for the time being.

**NEW BUSINESS:**

**1. Discussion Regarding Park Attendant Position**

Chairman Cordeau noted that the Mayor has a candidate for them for the weekday afternoon attendant. They do not have an application as of yet.

Upon **MOTION** by Robert Sherman, seconded by Carl Dambrauskas it was unanimously voted to **add 'Correspondence Item #5 - Skyhawks Sports Academy'** to the agenda.

**2. Correspondence Item #5 - Skyhawks Sports Academy**

Chairman Cordeau referenced the material that was sent regarding the programs that Skyhawks Sports are offering (**see attached**). After a brief discussion, the Commission agreed to decline the offer due to the fact that the Town offers most of them already and offering additional ones may affect enrollment in existing programs.

**ITEMS FOR NEXT AGENDA:**

***Old Business:***

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

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- Discussion Regarding Park Attendant

**TAXPAYERS' TIME:**

No taxpayers came forward.

**EXECUTIVE SESSION:**

No Executive Session was held.

**ADJOURNMENT:**

Upon **MOTION** by Robert Sherman, seconded by Carl Dambrauskas Steven Lagasse, it was unanimously voted to **adjourn** the meeting at 7:25 p.m.

**APPROVED:**

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Elizabeth Gaudiosi  
**Commission Secretary**

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



# TOWN OF WOLCOTT

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TOWN HALL • 10 Kenea Avenue

Wolcott, Connecticut 06716

Tel. (203) 879-8100 • Fax: (203) 879-8105

February 20, 2013

To: Abutting Wolcott homeowners and landowners

**Re: Extension of existing Scovill Reservoir Walking Trail**

The Scovill Walking Trail Subcommittee of the Parks & Recreation & Acquired Facilities Commission recently held its inaugural meeting. The subcommittee was formed on the heels of an approved public referenda which, among other projects, provided grant money for extending the existing trail that parallels Scovill Reservoir along Wolf Hill Road. This is a very exciting time because the vision is to create a trail that the townspeople can be proud of and enjoyed by many, year-round, for generations to come.

A survey of the property that extends the full circumference of Scovill Reservoir was recently completed and maps were prepared. The subcommittee then walked the property to better understand how it may prepare to design and construct a walking trail that will be environmentally friendly, aesthetically pleasing and suitable to the greatest number regardless of physical limitations. We also understand the sensitivity of the property owners, such as you, who abut the town property. Protecting and safeguarding their property will be paramount in the design and construction of the trail.

We've asked Chief Stephens of the Wolcott Police Department to reach out to his peers in local communities (Cheshire, Hamden, Middlebury and Plymouth) that have walking trails and inquire about any public safety issues or concerns. The only reported incidents involved break-ins of parked vehicles belonging to the hikers. There were no reported incidents related to people or properties abutting those Town trails.

The start and completion dates of this project have not been determined and there is still a tremendous amount of planning and design work to be done. It is our intention that the trail will be designed in such a way that it will have the least possible impact on those that abut town property. However, it has been observed that several abutting landowners have encroached on town property by cutting trees, installing man-made conveniences and placing watercraft along the shore of the reservoir. These actions are most likely in violation of zoning regulations and must be corrected in the near term.

Many communities surrounding Wolcott have similar trails where both homeowners and town managers have co-existed in the effective use of public natural resources that will benefit the residents for future generations. Therefore, it is the sub-committee's hope that all townspeople will receive this favorably and understand that the public benefits of such a project are immeasurable. At this time, suffice it to say that the project is slowly moving forward and people will someday have a great place to pass the time, get exercise, and enjoy the natural beauty that can be found at Scovill Reservoir.

It is our intent to keep you informed throughout the course of this project and incorporate design work that will have minimum, if any, impact on your property.

Thank you.

The Scovill Reservoir Walking Trail Sub-Committee:

Steven Lagasse, Chairperson

Ronald Cordeau

Jack Kirschbaum

William Tynan

Richard Tucker, Inland Wetlands Liaison

Donald Charette, Town Council Liaison

## Properties abutting proposed Scovill Reservoir Walking Trail

Joseph & Arlene Carey  
7 Diamond Terrace  
Vol. 144, Pg 500

Alexandra Gasse  
9 Diamond Terrace  
Vol. 430, Pg 100

Jamie Araujo  
11 Diamond Terrace  
Vol 298, Pg 232

Jamie Araujo  
13 Diamond Terrace

Edward & Judith Kilmer  
13 Diamond Terrace  
Vol 287, Pg 90

Villiam & Delores Barrows  
15 Diamond Terrace  
Vol 80, Pg 228

Josephine Houghtaling  
19 Diamond Terrace  
Vol 421, Pg 45

Louis & Donna Guisto  
21 Diamond Terrace  
Vol 143, Pg 399

Timothy Lambert  
19 Scovill Rd.  
Vol 447, Pg 563

Bernard & Anne Caruso  
14 Scovill Rd.  
Vol 281, Pg 13

Hartford Roman Catholic Diocesan Corp.  
St. Pius X Church  
525 Woodtick Rd.  
Vol 51, Pg 581

Southern New England Telephone Co. Mailing Address: 1 SBC Center  
533 Woodtick Rd. Room 36-M-01  
Vol 52, Pg 397 St. Louis, MO 63101

Larry & Susan Charette  
541 Woodtick Rd.  
Vol 272, Pg 737

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Steven & Michelle St. Mary  
549 Woodtick Rd.  
Vol 423, Pg 180

Robert & Anna Warren  
125 Boundline Rd.  
Vol 237, Pg 479

Brian & Mary Smail  
131 Boundline Rd.  
Vol 253, Pg 107

Antonio Vaz  
45 Coe Rd.  
Vol 264, Pg 707

Ralph Membrino  
53 Coe Rd.  
Vol 264, Pg 403

Darrell & Barbara Dublin  
75 Coe Rd.  
Vol 311, Pg 780

Farmingbury South Corp.  
373 Coe Rd.  
Vol 197, Pg 361

The Kiwanis Club of Waterbury Connecticut, Inc. Mailing Address: PO Box 1952  
Coe Rd. Waterbury, CT 06723  
Vol 79, Pg 14 (address on current lease)

Lois Pecka  
149 Coe Rd.  
Vol 426, Pg 269

Dear Mickie,

Beth Gaudiosi thought you may be interested in hearing more information about us so I wanted to introduce myself and explain my commitment to offer quality youth sport programs in Connecticut communities. I am the Area Manager for Skyhawks Sports Academy and our purpose is to teach children life skills through sports. During the summer of 2012 over 60,000 children nationwide participated in a Skyhawks program, including 3,400 in Connecticut. Over the last 13 years we have expanded our services to over 50 communities across Connecticut. Skyhawks' desire to provide quality, fun, and safe athletic programs in the area is the main reason I am writing you today.

For many years, we have cultivated relationships throughout New England with YMCA's, school districts, parks and recreation departments, with our focus on providing a positive learning environment for children. Our positive learning environment is reinforced by the staff we hire, the progressive skill based curriculum, and the commitment from our community partners. I wanted to give you an idea of the sports we currently offer and our participant ages.

**Sports Offered**

<i>Basketball</i>	<i>Baseball &amp; T-ball</i>	<i>Soccer</i>	<i>Flag Football</i>
<i>Tennis</i>	<i>Lacrosse</i>	<i>Multi Sport &amp; Mini-Hawk</i>	<i>Track &amp; Field</i>
<i>USTA Quickstart Tennis</i>	<i>Volleyball</i>	<i>Starting New at Golf</i>	<i>Capture the Flag</i>

<b><u>Ages</u></b>	<b><u>Name</u></b>	<b><u>Program Length</u></b>
<i>3.5 - 4</i>	<i>Tiny-Hawk</i>	<i>45-50 minutes-hour recommended</i>
<i>4 - 6</i>	<i>Mini-Hawk</i>	<i>3 hours recommended</i>
<i>7 - 12</i>	<i>Skyhawks</i>	<i>3 to 6 hours recommended</i>

One of the reasons why we are successful is our turn-key approach to coordinating sport programs and I have listed below some of our main responsibilities:

- *Hiring and training of quality instructors and outstanding role models*
- *Designing and distributing promotional materials to children and families in your community*
- *All necessary equipment and supplies*
- *All children will receive a T-shirt, ball and a personalized merit award*
- *A percentage of monies back to your organization*
- *Liability insurance listing your organization as additionally insured*

It would be great to meet with you in person to discuss how we might work together. Please feel free to contact me via email or phone to schedule a meeting.

Thank you for your time and I hope to hear from you.

Sincerely,

Sarah Kelley  
CT Area Manager  
Skyhawks Sports Academy