

**PARKS AND RECREATION AND  
ACQUIRED FACILITIES COMMISSION**

Rescheduled Regular Meeting

**Tuesday, October 8, 2013**

Council Chambers, Wolcott Town Hall

7:30 p.m.

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**MINUTES**

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Vice-Chairman Kirschbaum called the meeting to order at 7:40 p.m.

**MEMBERS PRESENT:** Vice-Chairman Jack Kirschbaum, Robert Sherman, John Curley, Steven Lagasse, Harry Najarian, and Chairman Ronald Cordeau (Arrived @ 8:00 p.m.)

**MEMBERS ABSENT:** Carl Dambrauskas; Taxpayer: Dennis Cleary

**APPROVAL OF MINUTES:**

• **Regular Meeting – August 5, 2013**

Upon **MOTION** by Harry Najarian, seconded by Steven Lagasse, it was unanimously voted to **APPROVE** the minutes from the August 5, 2013 Regular Meeting.

**CORRESPONDENCE (on file):**

1. **P&R Expenditure Report as of 09-30-13 (Dept. 521)**
2. **Purchase Order Requests from Program Director (Dept. #521)**
3. **Letter dated August 7<sup>th</sup> from the State of CT Dept. of Public Health regarding water quality monitoring requirements** (Sewer & Water Dept. are taking the readings and reporting results)
4. **Email dated September 5<sup>th</sup> from Trish Mueller regarding Update on Dog Park**
5. **Notice to Town Clerk dated September 10<sup>th</sup> regarding the rescheduling of October meeting**
6. **Acquired Facilities Financial Reports as of 09-30-13 (Dept. 30)**
7. **2013 Woodtick Recreation Area Annual Report, submitted by Dave Pelletier**

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**8. Submitted by Dennis Cleary at meeting, Proposed Site Plan for  
Dog Park prepared by Harry E. Cole & Son**

**TAXPAYERS' TIME:** (Limited to Items on the Agenda)

From the audience, Mr. Dennis Cleary advised that he would like to address the Commission regarding the Dog Park, which is on the agenda, however, he would like to wait for the Chairman to arrive.

Vice-Chairman Kirschbaum advised that they will skip this item for now and return to it later.

**STAFF REPORTS/ PURCHASE ORDER REQUESTS:** {Dam Inspectors; Woodtick Recreation Area Director; P&R Program Director}

**Woodtick Recreation Area**

Vice-Chairman Kirschbaum reviewed Mr. Pelletier's 2013 Woodtick Recreation Area Annual Report (**see attached**). Commission Members commented that Mr. Pelletier has done a fantastic job, especially since it's his first year in. The area looks great as well as the improvements on the house. Mr. Sherman noted that the paved area down at the lower pavilion needs some repair; there are good sized holes and cracks that could prove to be a liability.

**SUB-COMMITTEE REPORTS: WALKING TRAIL**

Mr. Lagasse reported that the sub-committee met on September 19<sup>th</sup> and the next meeting is scheduled for October 24<sup>th</sup>. The survey is 99% completed with the exception of a small area on the corner of Nichols and Wolf Hill Roads that they may need some follow-up on. There are some challenges with respect to water areas; they thought about some floating bridges in some areas. There are also some limitations with respect to the Army Corps. of Engineers in terms of what they could do without having to pull permits with them, specifically along the Woodtick Road area. There are probably about eight or nine wetlands crossing areas that they will have to deal with. At this point,

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they are just about at a build and design phase. They would like to get some poster boards out at the library and senior center and look for feedback. They have spent about \$32,000 out of the \$350,000 that was allocated; they would like to keep about 10% held in escrow for future maintenance and also approach the Public Works Dept. to see if they could lend some in-kind services. Bill Tynan is working with the Kiwanis regarding a right-of-way. **(note: 9-19-13 Meeting Notes attached)**. A question and answer period transpired and discussion was held.

Vice-Chairman Kirschbaum advised that the next item on the agenda is old business and noted that Chairman Cordeau has a lot more information on those items. He next entertained a motion for a recess.

Upon **MOTION** by Robert Sherman, seconded by Steven Lagasse, it was unanimously voted to take a **RECESS** at 7:58 p.m. to wait for Chairman Cordeau to arrive.

Chairman Cordeau arrived at 8:00 p.m.

Upon **MOTION** by Harry Najarian, seconded by Steven Lagasse, it was unanimously voted to **reconvene** the Regular Meeting at 8:01 p.m.

At this time, it was noted that they will return to Taxpayers' Time.

**TAXPAYERS' TIME:** (Limited to Items on the Agenda)

**Dennis Cleary, of 108 Mad River Road** came forward, and submitted a 'progress plan' for the Dog Park to the Chairman **(on file)**. He advised that the Special Use permit for the Dog Park is currently with the Planning & Zoning Commission. The hearing will continue next Wednesday, and it will also need some input from wetlands because the area is surrounded by both the Mad River and an existing brook. He noted that the plan has not yet been approved by the full Dog Park Committee; he just picked it up today. He is hoping that the Commission can approve the 'progress plan' and then it can come back to them with any changes for approval. He stated that he believes that this Commission should approve the plan, at least in

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concept, before it is approved by zoning. He noted that he also expressed that at the Planning & Zoning Public Hearing. Mr. Cleary next reviewed the plan in detail (**see attached**).

A question and answer period transpired regarding specifics of the proposal; lengthy discussion followed.

A **MOTION** was offered by Harry Najarian, seconded by Jack Kirschbaum, to **APPROVE** the Progress Plan for the Dog Park with subject to change.

Mr. Curley stated that he is not against the actual plan for the dog park, he just doesn't think a dog park is a good idea.

Chairman Cordeau called for in all in favor of the above **motion** which **carried** by voice vote by a majority; Mr. Curley opposed.

**OLD BUSINESS:**

**1. Discussion Regarding Dog Park**

The above item was previously addressed under Taxpayers' Time.

**2. Discussion Regarding Eagle Scout Project**

There was no discussion regarding the above item.

**3. Discussion Regarding Programs & Procedures**

There was no discussion regarding the above item.

**4. Discussion Regarding Dredging**

Chairman Cordeau advised that he would like to place an ad or article in the newspaper to see if there are any contractors interested in removing the material at no cost and in return, they would be able to keep the material. Discussion followed.

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**5. Discussion Regarding Chestnut Hill Valves**

Chairman Cordeau noted that everything is status quo with the valves.

**NEW BUSINESS:**

**1. Park Maintenance Items**

The Commission noted that repair of the paving is needed in the lower pavilion area at Woodtick Recreation Area.

Mr. Najarian stated that he feels that they need to install video cameras at Peterson Park and at the Dog Park. Chairman Cordeau noted that they can discuss that with the Dog Park Committee as things progress.

Mr. Najarian asked about the status of getting a waterline across the road from the new housing development that can go to the park and the dog park. Mr. Cordeau stated that they can look into it, however, a waterline is a big project and that there is probably no funding for it at the moment.

**2. Program Support Allocations**

There were no program support requests.

It was noted that they need to return to Staff Reports/PO Requests to discuss the Program Director's requests.

**Staff Reports/PO Requests:**

**PO Requests:**

Upon **MOTION** by Robert Sherman, seconded by John Curley, it was unanimously voted to **ALLOCATE \$140.00** from **Line Item #8920 Safety & Health Training** and authorize Mickie Fell to spend up to that amount for first aid safety kits/supplies (vendor: Masune).

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Upon **MOTION** by Robert Sherman, seconded by Harry Najarian, it was unanimously voted to **ALLOCATE \$600.00** from **Line Item #5830 Recreational Materials** and authorize Mickie Fell to spend up to that amount for sports equipment (vendor: S&S Worldwide).

**ITEMS FOR NEXT AGENDA:**

***Old Business:***

- Discussion Regarding Dog Park
- Eagle Scout Project Request
- Discussion Regarding Programs & Procedures
- Discussion Regarding Dredging
- Discussion Regarding Chestnut Hill Valves
- Discussion Regarding Park Maintenance Items
- Program Support Allocations

**TAXPAYERS' TIME:**

No taxpayers came forward.

**EXECUTIVE SESSION:**

No Executive Session was held.

**ADJOURNMENT:**

Upon **MOTION** by Harry Najarian, seconded by Steven Lagasse, it was unanimously voted to **ADJOURN** the Regular Meeting at 8:32 p.m.

**APPROVED:**

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Elizabeth Gaudiosi  
**Commission Secretary**

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

# Woodtick Recreation Center Acquired Facilities 2013 Annual Report

## Attendance

Year	Admission	Residents	Non-Residents	Seasonal	Total
2013	\$51,031	4642	4275	619	9536
2012	\$48,924	5113	3926	972	10,021
2011	\$45,842	4843	3721	609	9,173

- A.) Although our attendance this year was lower than last year by 485 guests, it was still a successful season considering we were forced to close a total of 21 days for bad weather conditions. In addition, we experienced 10 days where admission was less than 20 people because of cold weather.
- B.) Attendance among residents and non-residents this year was fairly even, although 367 more residents used the beach and picnic areas than non-residents.
- C.) This year we sold a total of 18 season passes. Of those, 16 were family resident passes, 1 was a single resident pass and 1 was a family nonresident pass. A total of \$2,775 was taken in from season pass purchases.

## Concessions

Year	Receipts	Approx. Food Cost	Difference
2013	\$14,967.25	\$5,765	\$9,202.25
2012	\$17,181	\$7,080	\$10,101
2011	\$15,574	\$7,396	\$8,178

## Approximate Labor Costs-Lifeguards/Supervisors

Year	Cost
2013	\$21,800
2012	\$21,290
2011	\$19,772

## Pavilion Rentals

2013	36	13	3	52
2012	35	12	6	53
2011	35	8	3	46

In closing, with all things considered it was successful season. I would like to thank everyone who helped make this a smooth transition. I am confident that with some careful planning, new ideas and hard work we continue to build on this success.

Respectfully,

Dave Pelletier

## Scovill Walking Trail Subcommittee

### 9/19/13 Meeting Notes

The meeting was called to order at 7:05 p.m.

#### Attendees:

Present Subcommittee Members: Jack Kirschbaum, Steven Lagasse, William Tynan, Ronald Cordeau

Others: Mark Possidento, Richard Tucker and Donald Charette

A full set of final surveyor maps was delivered and reviewed. The only area that requires some additional map work and design is the cross section of Nichols Road near the BAW.

Stations were marked by 100 foot sections. The total trail loop, including the Wolf Hill Road section, is approximately 3.5 miles. Outside of a couple of small areas and Wolf Hill Road, the entire trail grade reached our overall goal of roughly 5%.

A watercourse crossing schedule was prepared and provided the following:

- Wetlands at station 80 & 50 noted on map 12, 40 feet in length.
- Wetlands at station 87 & 00 noted on map 14, 100 feet in length.
- Wetlands at station 99 & 50 noted on map 18, 160 feet in length.
- Wetlands at station 112 & 00 noted on map 20, 100 feet in length.
- Woodtick Road noted on maps 10 and 11, 600 feet in length.
- Lindsey Brook noted on map 12, 40 feet in length.
- Munson Road at station 142 & 00 on map 24, 40 feet in length.

The group discussed at length various options to mitigate wetland encroachment including raised bridges, clean fill and puncheons. We also would like to avoid the 5,000 sq. ft. barrier established by the Army Corp. of Engineers as this would most likely result in lengthy project delays. Boardwalk costs were estimated at \$60/sq.ft. Assuming a 10 foot width, the cost to traverse the 600 feet of Woodtick Road would be \$360,000. The group deemed this to be cost prohibitive especially with our limited operating budget of \$350,000. Certainly a bridge option over Lindsey Brook makes sense given the natural beauty provided. That would cost close to \$25,000.

The group discussed a design and build stage. It was noted that Winterberry Gardens designed and constructed the bridges at the Sports Complex. Also, if the Town can provide assistance with the construction we could stretch our design and build fund further which may also allow us to escrow 10% of the grant for future maintenance cost. At this point we need to engage Mr. Kalinowski. We will extend an invitation for the next meeting.

At this time we thought it was best to ask the Inland Wetlands and Watercourses Commission to review the site and provide us with any concerns before we move onto the design and build phase. An email was sent on 9/23 requesting a review.

Although a public meeting is a way off, we wanted to allay any concerns on the trails impact on adjacent property values. Mr. Tucker said he knew a certified property appraiser and will approach that resource for opinion.

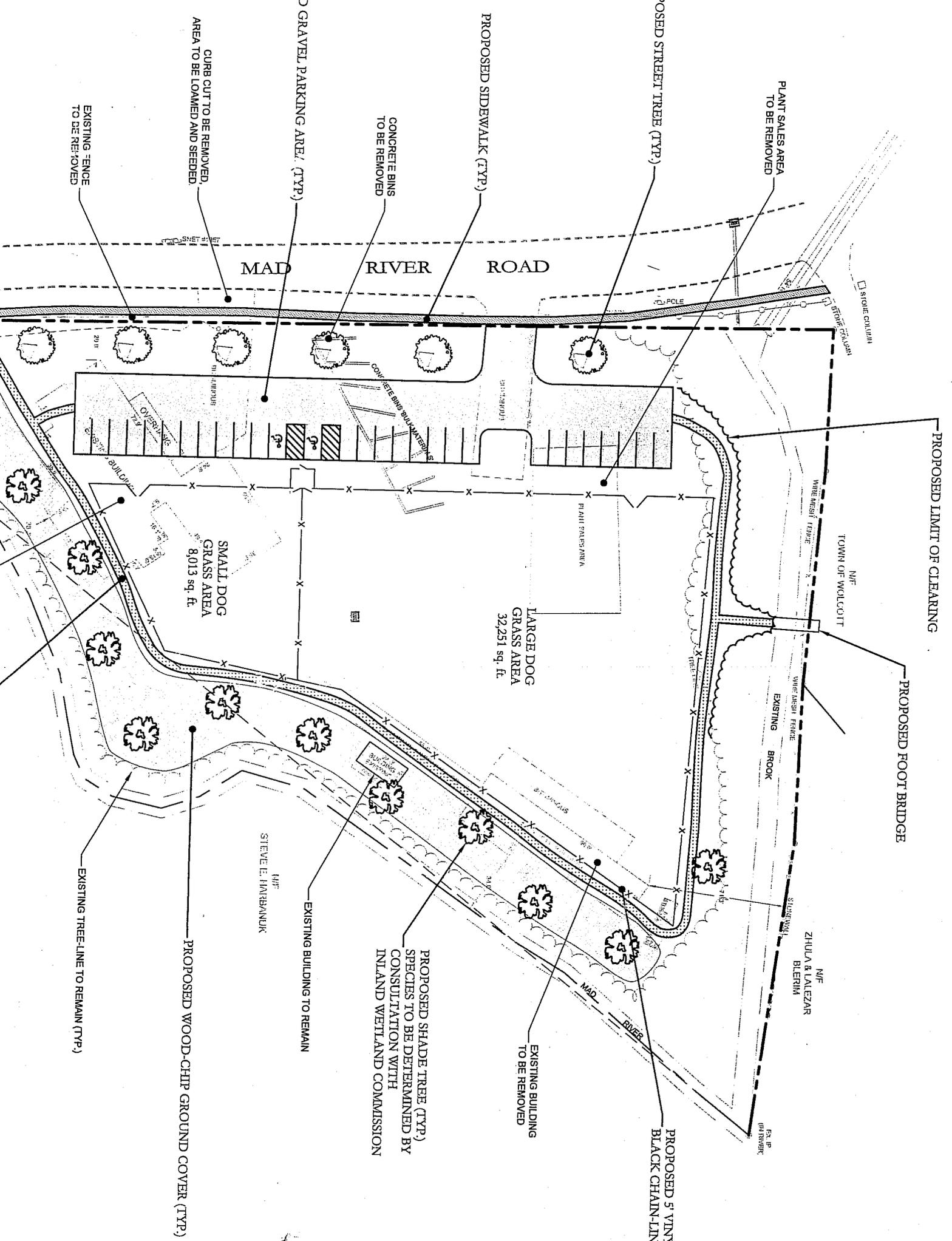
Mr. Tynan was schedule to meet with the Kiwanis Club representatives to discuss the trail easement. It was note the map had the trail cut through a small area of the Musano property. The group determined the map should change the allow access only through the Kiwanis property.

The group agreed we should establish a mission statement especially leading up to a public hearing. Also, Mr. Tynan suggested we have the trail loop image transferred onto multiple poster boards so that we could provide the public information on the project. These images are ideal for display at the library, Town Hall, schools, senior center and other locations.

The next meeting is scheduled for October 24<sup>th</sup> at 7:00 pm.

The meeting adjourned at 8:20 pm.





PROPOSED LIMIT OF CLEARING

PROPOSED FOOT BRIDGE

PLANT SALES AREA  
TO BE REMOVED

PROPOSED STREET TREE (TYP)

PROPOSED SIDEWALK (TYP)

CONCRETE BINS  
TO BE REMOVED

MAD RIVER ROAD

GRAVEL PARKING AREA (TYP)

CURB CUT TO BE REMOVED,  
AREA TO BE LOAMED AND SEEDED

EXISTING FENCE  
TO BE REMOVED

TOWN OF WOLCOTT

LARGE DOG  
GRASS AREA  
32,251 sq. ft.

SMALL DOG  
GRASS AREA  
8,013 sq. ft.

ZHULVA & LALEZAR  
BLERIM

PROPOSED SHADE TREE (TYP)  
SPECIES TO BE DETERMINED BY  
CONSULTATION WITH  
INLAND WETLAND COMMISSION

EXISTING BUILDING TO REMAIN

STEVE E. HARBRANUK

PROPOSED WOOD-CHIP GROUND COVER (TYP)

EXISTING TREE-LINE TO REMAIN (TYP)

PROPOSED 5' VINYL  
BLACK CHAIN-LINK

EXISTING BUILDING  
TO BE REMOVED