PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION
Regular Meeting
Monday, July 7, 2014
Council Chambers, Wolcott Town Hall
7:00 p.m.

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 meeting to order at 7:00 p.m.

MEMBERS PRESENT: Chairman Ronald Cordeau, Robert Sherman, Harry Najarian, Carl Dambrauskas, and Jeffrey Stango (A@7:06)

MEMBERS ABSENT: Steven Lagasse

APPROVAL OF MINUTES:

- **May 5, 2014 – Regular Meeting**

Upon **MOTION** by Harry Najarian, seconded by Robert Sherman, it was unanimously voted to **approve** the minutes of the May 5, 2014 Regular Meeting, with one abstention from Carl Dambrauskas.

CORRESPONDENCE (on file):

1. **P&R Expenditure Report as of 06-30-14** (FY 2013-2014) (Dept. 521)
2. **P&R Expenditure Budget for FY 2014-2015** (Dept. 521)
3. **Purchase Orders and Requests from Park Attendant for FY 2014-2015**
4. **Purchase Order Requests from Program Director for FY 2014-2015**
5. **Copy of Safety & Health Committee Minutes dated 4-29-14**
6. **2014 Summer Staff, submitted by Program Director**
7. **Copy of Notice of Intention to Commence Action filed with Town Clerk on June 12th**
8. **Copy of Annual Report for FY 2013-2014 submitted to the Mayor's Office**

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9. **Acquired Facilities Financial Reports as of 06-29-14 (Dept. 30)**

10. **Additional Purchase Order Request from Park Attendant: Quote from The Print Shop in the amount of $192.00 for 'Video Surveillance' signs for Peterson Park**

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; Working Park Attendant}

Chairman Cordeau reported that everything is going well at Woodtick Recreation Area. Attendance is high and the area is in great shape. He also advised that the Park & Rec. Summer Program has started at Peterson Park.

Purchase Order Requests:

The Commission proceeded to review the purchase order requests.

With respect to the 'garbage' sign requests from Rich San Angelo, the Commission agreed that there are plenty of garbage cans and that signs are probably not going make people use them if they already don't.

At this time, Jeffrey Stango arrived (7:06 p.m.)

With respect to the 'video surveillance' sign requests, after a brief discussion the Commission agreed that the signs would probably not act as a deterrent, as they do not have any cameras at the park. The Commission will take up the issue of possibly requesting additional funds in their budget for a video surveillance system when they work on their budget for the next fiscal year.

Discussion followed regarding vandalism at the park, after which it was requested that the Secretary send a letter to the Chief of Police requesting additional patrols at the park after hours due to excessive vandalism.

Upon **MOTION** by Robert Sherman, seconded by Harry Najarian, it was unanimously voted to **encumber** the following items for FY 2014-2015 from **line item #7180** 'Park Improvements': **$3,600.00** to expend $450.00 per month to pay for portable toilets at Peterson Park for eight (8) months **{vendor: Superior Sanitation}; $1,000.00** for an open account at **Home Depot** and **$500.00** for an open account at **Superior Equipment** and **authorize** Richard San Angelo to expend up to these amounts for various miscellaneous supplies for repairs & maintenance of Peterson Park.

Upon **MOTION** by Robert Sherman, seconded by Harry Najarian, it was unanimously voted to **approve** the list of Purchase Orders for FY 2014-2015 as submitted by Mickie Fell, Program Director **(see attached).**

OLD BUSINESS:

1. Dog Park Update

Chairman Cordeau reported that the area has been cleaned up and there is a lot of activity over there. The Dog Park Committee had hoped for a June opening, but it looks like it may be delayed until the end of July or August. Fundraising activities continue.

2. Park Maintenance Items

Chairman Cordeau advised that all the chips have been put down and everything is status quo at the park.

3. Baseball Association of Wolcott (BAW) Lease

Chairman Cordeau reported that they have not heard back from the Town Attorney who was supposed to get back to them.

It was requested that the Secretary send a memo to the Town Attorney requesting what the status is with the lease.

NEW BUSINESS:

1. Election of Vice-Chairman

Upon **MOTION** by Harry Najarian, seconded by Carl Dambrauskas, it was unanimously voted to **elect Robert Sherman** as Vice-Chairman of the Parks & Recreation & Acquired Facilities Commission.

ITEMS FOR NEXT AGENDA:

Old Business:

- Discussion Regarding Dog Park
- Park Maintenance Items
- Baseball Association of Wolcott (BAW) Lease

TAXPAYERS' TIME:

No taxpayers came forward.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Upon **MOTION** by Robert Sherman, seconded by Harry Najarian, it was unanimously voted to **adjourn** the meeting at 7:16 p.m.

APPROVED:

Elizabeth Gaudiosi
Commission Secretary

Ronald Cordeau, Chairman
Parks & Recreation & Acquired Facilities Commission

Purchase Order Requests from Program Director for FY 2014-2015 (7 Total)

To: PRAF Commission

I would like to get the following Purchase Orders approved for fiscal year 2014-2015.

Thank you,
Mickie

- 1 motion for all: 'approval of Purchase Order requests for FY 2014-2015 as submitted by Mickie Fell'

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1. Party Plus: $750.00 from line #5830 for End of Summer program "Carnival"
2. A-1 Engraving: $100.00 from line #8110 for awards for best campers

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Summer Concerts:

3. Roundhouse Productions: $600.00 from line #8120 for E-2 concert Aug 31
4. Paul Lafontaine: $400.00 from line #8120 for Clearview concert Aug 31
5. Charles Lowe: $500.00 from line #8120 for Redline concert Aug 3
6. William Carangelo: $300.00 from line #8120 for Group Therapy concert July 27
7. Dante Galupo : $2,100.00 from line # 8120 for concerts July 20, August 10, August 17 and August 24 (yearly contract: Music Performance Funds of the Recording Industries as arranged by Local 186, American Federation of Musicians of Greater Waterbury)