PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION
Regular Meeting
Monday, August 4, 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, Vice-Chairman Robert Sherman, Harry Najarian, Carl Dambrauskas, and Steven Lagasse

MEMBERS ABSENT: Jeffrey Stango

APPROVAL OF MINUTES:

- **July 7, 2014 – Regular Meeting**

Upon **MOTION** by Robert Sherman, seconded by Harry Najarian, it was unanimously voted to **approve** the minutes of the July 7, 2014 Regular Meeting, with one abstention from Steven Lagasse.

CORRESPONDENCE (on file):

1. **P&R Expenditure Report as of 07-28-14** ((Dept. 521)
2. **Letter dated July 8th to Police Chief Stephens regarding vandalism at Peterson Park**
3. **Acquired Facilities Financial Reports as of 07-28-14** (Dept. 30)
4. **Purchase Order Requests from Program Director**

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}

Woodtick Recreation Area Director:

Dave Pelletier came forward and reported the following:

- Everything has gone well this season; the weather has been mainly good
- No major incidents, damages, etc.
- The pavilion is fully booked through the last weekend in September; there is only one Friday left in September
- He will provide the end of the year report at the October meeting

Brief discussion followed with respect to closing the facility when the weather is not good. Mr. Pelletier noted that he sends the lifeguards home and closes early only when there is no one at the beach.

Purchase Order Requests:

Chairman Cordeau advised that the following items have been requested by the Program Director:

1. Print Shop: $1,350.00 from line #5830 for Fall, Spring and Summer brochures

2. S&S Worldwide: $600.00 from line #5830 for recreation and art supplies

3. Masune First Aid & Safety: $250.00 from line #8920 for first aid supplies

Upon **MOTION** by Robert Sherman, seconded by Steven Lagasse, it was unanimously voted to **approve** the Purchase Order Requests as submitted by Mickie Fell, Program Director.

SUB-COMMITTEE REPORTS: WALKING TRAIL UPDATE:

Mr. Lagasse reported the following:

- The Sub-Committee last met on June 12th

- Mr. Garrigus contacted U.S. Army Corps of Engineers; they had issues with their proposed Phase 5 of the plan which would bring the trail further away from the property owners down along the waterway
- In the U.S. Army Corps' opinion, that plan would require their oversight in addition to costly fees for permits
- The sub-committee made the decision to revert back to the original plan which brings the trail further inland, closer to the property owners
- They are working on an RFP (Request for Proposal) for the five boardwalks; they want to get the boardwalks constructed all at once instead of during the phases of the project; it will probably become more costly for labor and materials as time goes on
- Projected costs for the boardwalks are $115,000

General discussion followed regarding the walking trail. Discussion was also held with respect to the specifications of the boardwalks and projected costs. Mr. Lagasse noted that he believes they will be able to complete the project within the $350,000 budget and also be able to place 10% in reserve for maintenance costs.

OLD BUSINESS:

1. Dog Park Update

No update at this time.

2. Park Maintenance Items

Chairman Cordeau reported that most of the items have been completed and there have been no additional reports of vandalism.

3. Baseball Association of Wolcott (BAW) Lease

Chairman Cordeau reported that the lease is not ready at this time. Town Attorney Tynan should have it prepared for their next meeting.

NEW BUSINESS:

There was no business on the agenda.

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 7:15 p.m.

APPROVED:

Elizabeth Gaudiosi
Commission Secretary

Ronald Cordeau, Chairman
Parks & Recreation & Acquired Facilities Commission

Purchase Order Requests from Program Director

To: PRAF Commission

I would like to get the following Purchase Orders approved.

Thank you,
Mickie

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