PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION
Regular Meeting
Monday, October 6, 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, Jeffrey Stango, and Harry Najarian

MEMBERS ABSENT: Carl Dambrauskas and Steven Lagasse

ALSO PRESENT: Dave Pelletier, Woodtick Recreation Area Director; Taxpayer: Brian Smail

APPROVAL OF MINUTES:

- **August 4, 2014 – Regular Meeting**

Upon **MOTION** by Harry Najarian, seconded by Robert Sherman, it was unanimously voted to **approve** the minutes of the August 4, 2014 Regular Meeting.

CORRESPONDENCE (on file):

1. **P&R Expenditure Report as of 9-26-14** ((Dept. 521)
2. **Program Support Summary as of 9-26-14**
3. **Program Support Request from the Infant & Toddler Program in the amount of $3,150**
4. **2014 Fall Winter Program Brochure**
5. **Acquired Facilities Financial Reports as of 09-26-14** (Dept. 30)
6. **Submitted by Steve Lagasse, Scovill Walking Trail Sub-Committee Meeting Notes from 9-8-14**
7. **Submitted by Dave Pelletier, 2014 Woodtick Recreation Area Annual Report**

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 referenced the 2014 Woodtick Recreation Area Annual Report that was submitted in the packet **(see attached).** He briefly reviewed the report and also noted the following:

- The beach and pavilion area officially closed for the season; they will begin the winterizing process
- All of the numbers are up; they had a great season
- The repairs made to the area really paid off; everyone has been very complimentary
- Some work needs to be done on the slides in the playground area; he will get a welder out there
- The buoys for the dock are completely rusted; as soon as the water is down they will get out to fix them
- He will put a punch list together for odds and ends that need to be fixed for next year

A brief question and answer period followed, after which discussion was held with respect to how nice the area looks. Then Commission thanked Mr. Pelletier for all of his hard work.

SUB-COMMITTEE REPORTS: WALKING TRAIL UPDATE:

Chairman Cordeau advised that Mr. Lagasse was not present this evening but that meeting notes from September 8th were submitted in the packets **(see attached).**

OLD BUSINESS:

1. **Dog Park Update**

Chairman Cordeau advised that the Dog Park had a 'soft opening' this past Saturday, October 4th; unfortunately it was raining. The area looks great and should be a big asset to the Town.

2. Park Maintenance Items

Chairman Cordeau advised that nothing has come forward that needs to be addressed.

3. Baseball Association of Wolcott (BAW) Lease

Chairman Cordeau reported that the lease is not ready at this time. Town Attorney Tynan advised that he should have it prepared soon.

NEW BUSINESS:

1. Program Support Allocations

Upon **MOTION** by Harry Najarian, seconded by Robert Sherman, it was unanimously voted to **allocate $3,150.00** to the Infant & Toddler Program from **line item #5820** for Program Support for FY 2014-2015 **(request attached).**

ITEMS FOR NEXT AGENDA:

Old Business:
- Park Maintenance Items
- Baseball Association of Wolcott (BAW) Lease
- Program Support Allocations

TAXPAYERS' TIME:

1. **Brian Smail, of 131 Boundline Road** came forward and stated that he is here to talk about the walking trail being placed in his backyard. He stated that they were promised many things by the Town and the Committee that have not happened. They were told that the homeowners would be informed and involved. The placement of the

trail is terrible; it is very far from the water and three to five feet from his property line and 220 feet off of the lake. He stated that he spoke with the ADA people (Americans with Disabilities Act) who told him that if this trail meets the old one, the old one has to be changed to conform with ADA standards and he questioned where that money would come from and commented that taxes will be raised again. He also questioned how they are even proceeding without the original cease and desist ever being cleared up. He stated that no one has ever answered that. Inland Wetlands issued it and it was never cleared up. He questioned if it something that Dave Kalinowski just threw out because he is the zoning officer. He again questioned where the money will come from to make the old trail compliant and stated that he will be the first one to file a complaint about the old trail being non-ADA compliant.

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 7:14 p.m.

APPROVED:

Elizabeth Gaudiosi
Commission Secretary

Ronald Cordeau, Chairman
Parks & Recreation & Acquired Facilities Commission

Woodtick Recreation Center Acquired Facilities 2014 Annual Report

I. Attendance

Year	Admission	Residents	Non-Residents	Season Passes	Total
2014	$54,469	5257	4733	711	10,701
2013	$51,031	4642	4275	619	9536
2012	$48,924	5113	3926	972	10,021

A.) This season our attendance was up by 1,165 people. We only have 16 days where we were forced to close because of the weather; however the 4th of July was one of them which hurt us a lot.

B.)Our attendance was pretty even this year; however we had 524 more residents using the facilities as compared to non-residents. Our season pass attendance was 711, most belonged to Wolcott residents.

C.)We sold 18 season passes this year. Of those, 14 were to resident families and two were for non-resident families. Two additional passes were for single residents. Total profit from season passes was $2,850.

II. Concessions

Year	Receipts	Approx. Food Cost	Difference
2014	$16,084	$6,924	$9,160
2013	$14,967	$5,765	$9,202
2012	$17,181	$7,080	$10,101

III. Approximate Labor Costs-Lifeguards/Supervisors

Year	Cost
2014	$22,896
2013	$21,800
2012	$21,290

IV. Pavilion Rentals

2014	38	13	4	55
2013	36	12	3	52
2012	35	12	6	53

In closing, we had a great year with numbers up in all areas and already 20+ parties booked for next year. I will keep working hard to keep the Woodtick Recreation area a clean and safe environment for our residents to attend.

Respectfully,

Dave Pelletier

Scovill Walking Trail Subcommittee

9/8/14 Meeting Notes

The meeting was called to order at 7:05 p.m.
Attendees:
Present: Steven Lagasse, William Tynan, Ronald Cordeau
Also Present: Mark Possidento, Richard Tucker, Mark Garrigus, Donald Charette

Mark Possidento brought the group up to date on the status of the Boardwalk RFP. He shared a draft copy of the document and discussion followed. The most challenging crossing will be over Lindsey Brook. Discussion followed on the best design for the bridge footings given the difficult terrain. Mafia blocks may be the most effective option. We are limited with the amount of qualified contractors for the work as well as proximity to Wolcott. The group felt it was prudent to release the RFP to gauge early interest in the project. To date, no timetable has been planned to clear the route to the work sites. The Town is currently busy with street reconstruction work. We are hoping for a mild winter which will lead to capacity to clear the access in through Woodtick/Boundline Rds.

Mark Possidento shared a copy of the geotechnical study performed on 9/5/14 by Michael Ainsworth of HRP Associates. The report generally confirms what was evident by observations made by the Inland Wetland Commission.

The Town has stockpiled asphalt millings as a result of recent road improvement projects. The group discussed if these can be incorporated into the trail project. Because of the non- permeable feature, potential frost heaving and I/W restrictions; the best use of these will be for future parking along Boundline Rd.

Bill Tynan received copies of the surveyed maps for the Kiwanis and Farmingbury South properties so that he can incorporate the legal descriptions into the easements. These were forwarded to Robert Crane, representing Kiwanis and Fred Musano of Farmingbury South Corp.

Richard Tucker shared a planting plan developed by Matthew Sanford of Milone & MacBroom. The overall scope contained 330 plants consisting of 5 species. The overall cost is estimated at $6,050. The plan was very specific to plant location along the surveyed maps. There are existing mature Arbovitae that encroach into Town property from the Vaz property. Mark Garrigus and Richard Tucker will reach out to Mr. Vaz to see if he is willing to allow equipment to move and replant those at the Town's expense. This will allow temporary access to initiate the planting phase. Mr. Membrino will also be approached as well. Richard will take the lead in gathering volunteers for the planting phase. We hope to target planting by mid to late October.

No timeframe was set for a subsequent meeting

The meeting adjourned at 8:30.

Wolcott Early Childhood Infant and Toddler Programs

(Sponsored by Wolcott Parks and Recreation)

Program Description

The infant and toddler programs began in the spring of 2007 by Amy D'Ettore. Families from Wolcott and surrounding communities have participated in early childhood classes that foster the development of young children's social, language, motor, and adaptive skills. Four, six week sessions are offered from September through June at the Wolcott Activity and Learning Center. Presently there are more than 40 families involved in our programs.

Instructors

Erik Williams - Director, Instructor

Samantha Keeley - Instructor

Sue Morse- Instructor

Beth Darin-Instructor

The classes are instructed by educators who specialize in early childhood development. Currently there are two instructors in the early childhood program with degrees in early childhood and special education. They collaborate to create quality, age appropriate programming that exposes children to music, movement, art, literature, imaginative play, and opportunities for socialization. The instructors are also available to provide resources to caregivers who may have questions or concerns about their child's development.

CLASSES AND DESCRIPTIONS:

TUMBLING TOTS Children ages 5 months- 3 years old

Tumbling Tots class is for children to enjoy being active. Children build motor skills and coordination while having fun. Classes include movement, music, exercise, listening, bean bags, hoops, balls, balance beams, tunnels, dancing ribbons, a parachute, beach balls, and more!

GROWING CREATIVELY THROUGH ART

2.5 -4 years old (Limit 10 students)

"Growing Creatively Through Art" is designed to encourage young children to explore various age appropriate art materials and to discover the basic elements of art. During each session, your child will create a unique work of art, inspired by a master artist.

GETTING READY FOR PRE-SCHOOL

Children ages 2 ½ to 4 are introduced to the elements of preschool. Children enjoy center time, arts & crafts, circle time, snack and story time. Parents stay for the 1 hour class.

MAKING MUSIC

Children Ages Birth-5 years old

This family music class is taught by friendly and enthusiastic teachers. Our classes have singing, instruments, and lots of props to keep your child engaged, interested, and "Making Music"! A wonderful opportunity for you to spend some special time with your little ones.

FANTASTIC FRIDAYS

Ages Birth-5 years old

Parents and caregivers enjoy some downtime while children enjoy snacks and playtime. Refreshments are provided for both adults and children. A great opportunity for you AND your child to get out and socialize!

Special Programming- Additional programming has included First Aid/CPR courses, A Valentine Tea, Mother's Day Tea, Town Wide Baby Gear Tag Sale, Critter Caravan, Costume Halloween Party, Family Day Trip to Imagine Nation Museum, and our annual Family Christmas Celebration with Santa Claus.

Fees:

The cost for each class is kept at an affordable price and is determined based on the amount of planning required. The costs range from $30 -$45 for one, six week session. Parents pay for only one child, and are encouraged to bring siblings at no extra cost. A $10 non-resident fee is applied one time per session, for out of town participants. Any family experiencing financial hardship is welcome to attend at a discounted rate or for free when needed.

2013/2014 Expenses:

Our request for program funding was submitted in September. Our budget for September 2013/2014 was approved at $3,150.00. The expenses were:

$400 Insurance

$450 Donation to Wolcott Activity and Learning Center

$800 Advertisement

$500 Special Events/Presenters

+ $1,000 Supplies

$3,150 Total

2014/2015 Anticipated Expenses:

$400 Insurance

$450 Donation to Wolcott Activities & Learning Center

$800 Advertisement

$500 Special Events/ Presenters

+ $1,000 Supplies

$3,150 Total

We anticipate the budget needed moving into the following 2015/2016 fiscal year to reflect the same dollar allotment.

Thank you for your time in reviewing our request.

Kindly,

Erik Williams

Erik Williams

Program Director

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