

**PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

Monday, January 5, 2015

Council Chambers, Wolcott Town Hall

7:00 p.m.

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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, Harry Najarian, Carl Dambrauskas and Steven Lagasse

MEMBERS ABSENT: None

APPROVAL OF MINUTES:

• **December 1, 2014 – Regular Meeting**

Upon **MOTION** by Harry Najarian, seconded by Robert Sherman, it was unanimously voted to **approve** the minutes of the December 1, 2014 Regular Meeting.

CORRESPONDENCE (on file):

1. **P&R Expenditure Report as of 12-29-14** ((Dept. 521)
2. **Program Support Summary as of 12-30-14**
3. **Program Support Request from the Summer Volleyball League in the Amount of \$1,100**
4. **Program Support Request from the Wolcott Boys & Girls Summer & Fall Basketball Program in the amount of \$2,100**
5. **Program Support Request from Wolcott Junior Basketball in the amount of \$9,000**
6. **Program Support Request from the Wolcott Activities & Learning Center in the amount of \$8,000**
7. **Copy of check sent to the BAW in the amount of \$10,000**

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MINUTES

8. Copy of check sent to the WYAA in the amount of \$6,500

9. Acquired Facilities Financial Reports as of 12-23-14 (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; Working Park Attendant}

There were no reports or PO Requests.

SUB-COMMITTEE REPORTS: WALKING TRAIL UPDATE:

Mr. Lagasse reported the following:

- On December 17th, a Public Hearing was held by Mark Bove, Tree Warden, at the Youth Center to provide information regarding tree cutting planned for the walking trail
- In attendance was sub-committee member Willam Tynan, Mayor Dunn, and an individual from the Tree Warden Association of CT
- Overview was that trees were marked, mainly 4-6 inch saplings; anything larger or more mature was avoided
- A couple of people spoke for and one against
- On December 19th, Mr. Bove rendered a decision to move forward; some of the work may have begun
- John Curley Jr. of WLCT 96 will be interviewing himself on Wednesday night to provide information on the walking trail to the public

OLD BUSINESS:

1. Park Maintenance Items

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

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MINUTES

2. Baseball Association of Wolcott (BAW) Lease

Chairman Cordeau reported that he has not heard from the Town Attorney.

3. Program Support Allocations

Upon **MOTION** by Harry Najarian, seconded by Steven Lagasse, it was unanimously voted to **allocate** the following amounts **from line item #5820** for Program Support for FY 2014-2015: **\$1,100 to the Wolcott Summer Volleyball League, \$2,100 to Wolcott Boys & Girls Summer & Fall Basketball Programs, \$9,000 to Wolcott Junior Basketball, and \$8,000 to the Wolcott Activities & Learning Center (see attached).**

NEW BUSINESS:

There was no New Business.

ITEMS FOR NEXT AGENDA:

Old Business:

- Park Maintenance Items
- Baseball Association of Wolcott (BAW) Lease
- 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 meeting at 7:08 p.m.

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MINUTES

APPROVED:

Elizabeth Gaudiosi
Commission Secretary

Ronald Cordeau, Chairman
Parks & Recreation & Acquired Facilities Commission

2014 Summer Volleyball league

1. 100 T-shirts	\$499.00	
2. 2 trophies	\$25.00	
3. Officials	\$300.00	
4. Custodial Fees	\$691.87	
5. Equipment	\$245.76	
6. Incentives	\$89.26	
7. Water/ Gatorade	\$50.56	(\$27.00)
Total:	\$1,874.45	

Budget Validation:

I have spent over budget but had purchased more equipment and incentives due to enrollment numbers. The equipment is a onetime need and was paid covered by the signup fee. **Therefore, I request the same amount of \$1,100.00 as previous years to successfully run the league for 2015.** This league is a tremendous help for the development and growth for the youth of Wolcott.

Thank you for your support in this program,

Briana Daniele

WOLCOTT PARKS RECREATION ACQUIRED FACILITIES COMMISSION

TOWN OF WOLCOTT

10 Kenea Avenue

Wolcott, CT 06716

Phone: 203-879-8100 • Fax: 203-879-8105

Organization Name: VolleyballSummer League

Organization Address: 14 Long Swamp Road Wolcott, CT

Organization Point of Cont: Briana Daniele

Phone Number: 203-704-7455

Tax ID Number (if any):

	12/31/2013	3/31/2014	6/30/2014	11/30/2014	
Cash/Checking Balance as of:	\$344.43	\$1,444.43	\$945.43	\$179.98	
Revenue	2012	2013	2014	3 Yr Total	%
Registration Fees - Resident	0	0	0	0	0.0%
Registration Fees - Non-Resident		900	600	1,500	100.0%
Total Registration Fees		900	600	1,500	100.0%
P&R Stipend				0	0.0%
Fundraising				0	0.0%
Miscellaneous				0	0.0%
Total Revenue	0	900	600	1,500	100.0%
Expenses					
Equipment/Uniforms		635	499	1,134	75.6%
Field Maintenance		661	692	1,353	90.2%
Fundraising		0	0	0	0.0%
Officiating		290	300	590	39.3%
Administration		0	0	0	0.0%
Player Awards & Banquets		40	25	65	4.3%
Other		556	359	915	61.0%
Total Expense	0	2,182	1,874	4,056	270.4%
Net Gain or (Loss)	0	-1,282	-1,274	(2,556)	0.0%

Enrollment	2012	2013	2014	3 Year Average
Residents		30	15	15
Non-Residents		90	60	50
<i>Total</i>		120	75	65

2014-2015 Program Request Amount:

\$ 1,100

WOLCOTT PARKS RECREATION ACQUIRED FACILITIES COMMISSION

TOWN OF WOLCOTT

10 Kenea Avenue

Wolcott, CT 06716

Phone: 203-879-8100 • Fax: 203-879-8105

Organization Name: Wolcott Boys & Girls Summer & Fall Basketball

Organization Address: 223 Beach Road, Wolcott, CT 06716

Organization Point of Contact: Chuck O'Neil

Phone Number: 203-879-5417

Tax ID Number (if any):

	12/31/2013	3/31/2014	6/30/2014	9/30/2014
Cash/Checking Balance as of:	\$23.75	\$2,123.75	\$3,823.75	\$237.59

Revenue	2012	2013	2014	3 Yr Total	%
Registration Fees - Resident	660	640	600	1,900	100.0%
Registration Fees - Non-Resident	0	0	0	0	0.0%
Total Registration Fees	660	640	600	1,900	16.5%
P&R Stipend	2,100	2,100	2,100	6,300	54.6%
Fundraising	390	1,699	1,100	3,189	27.6%
Miscellaneous	0	160	0	160	1.4%
Total Revenue	3,150	4,599	3,800	11,549	100.0%
Expenses					
Equipment/Uniforms	0	0	386	386	3.3%
Field Maintenance	0	0	0	0	0.0%
Fundraising	0	0	0	0	0.0%
Officiating (League Fees)**	3,150	4,575	3,200	10,925	94.6%
Administration	0	0	0	0	0.0%
Player Awards & Banquets	0	0	0	0	0.0%
Other	0	0	0	0	0.0%
Total Expense	3,150	4,575	3,586	11,311	97.9%
Net Gain or (Loss)	0	24	214	238	2.1%

Enrollment	2012	2013	2014	3 Year Average
Residents	33	32	30	32
Non-Residents	0	0	0	0
<i>Total</i>	33	32	30	32

2014-2015 Program Request Amount: **\$ 2,100.00**

WOLCOTT PARKS RECREATION ACQUIRED FACILITIES COMMISSION

TOWN OF WOLCOTT

10 Kenea Avenue

Wolcott, CT 06716

Phone: 203-879-8100 • Fax: 203-879-8105

Organization Name:

Wolcottjrbasketball

Organization Address:

352 Center St

Wolcott Ct

Marc LeClerc

Organization Point of Contact:

Phone Number:

203-525-0521

Tax ID Number (if any):

	12/31/2013	3/31/2014	6/30/2014	9/30/2014	
Cash/Checking Balance as of:	\$12,000.00	\$1,500.00	\$1,500.00	\$1,500.00	
Revenue	2011	2012	2013	3 Yr Total	%
Registration Fees - Resident	20,750	22,000	23,850	66,600	100.0%
Registration Fees - Non-Resident				0	0.0%
Total Registration Fees	20,750	22,000	23,850	66,600	71.2%
P&R Stipend	9,000	9,000	9,000	27,000	28.8%
Fundraising				0	0.0%
Miscellaneous				0	0.0%
Total Revenue	29,750	31,000	32,850	93,600	100.0%
Expenses					
Equipment/Uniforms	4,650	6,100	4,950	15,700	16.8%
Field Maintenance				0	0.0%
Fundraising				0	0.0%
Officiating	11,700	11,700	12,850	36,250	38.7%
Administration	450	450	550	1,450	1.5%
Player Awards & Banquets	2,000	2,000	2,200	6,200	6.6%
Other	10,600	10,600	12,000	33,200	35.5%
Total Expense	29,400	30,850	32,550	92,800	99.1%
Net Gain or (Loss)	350	150	300	800	0.9%

Enrollment	2012	2013	2014	3 Year Average
Residents	335	360	397	364
Non-Residents				0
Total				0

2014-2015 Program Request Amount: \$ 9,000.00

Beth Gaudiosi

From: Wolcott Youth Center <youth@wolcottyouthcenter.com>
Sent: Monday, December 29, 2014 5:36 PM
To: Beth Gaudiosi; Thomas Dunn
Cc: 'DeAnna Morelli'; 'Erik Williams'
Subject: Request For Funding - 2015, Wolcott Activities and Learning Center
Attachments: 2014 Reports PDF.pdf; Request For Funding 2015.doc

Importance: High



Wolcott Activities and Learning Center (WALC)
P.O. Box 6314
48 Todd Rd.
Wolcott, CT 06716

Request for funding for the 2015 fiscal year.

The WALC continues to see growth and advancement as we move into 2015. We have some re-energized activity from within our Board of Directors with a strong push on recruitment for new BOD members as well as newly designated committees, fund-raising and overall activity. We kindly ask the amount of \$8000.00 in support to continue to operate the WALC. Even with inflation and the rising costs of running the youth center, we have decided to request the same amount as previous years and to raise extra monies through some of our activities. We are extremely eager to grow the use of the WALC in 2015.

Several areas of enhancement will be:

- Marketing and Visibility for the facility.
- A focus on utilization of the kitchen for fund-raising efforts and kitchen use with the rental of the WALC.
- Birthday Party packages inclusive of the rental of the WALC.
- Rental opportunities for business meetings and seminars or workshops for area businesses.
- Utilization of the kitchen during practices for youth football, lacrosse and other sports on the field grounds.
- Pancake breakfasts, Ziti dinners and other types of fund-raising efforts for the WALC as well as OTHER town groups and organizations.

The WALC also continues to provide facility management for the following businesses, groups and organizations from and around the Town of Wolcott:

Crossroads	Lenka Peterson Players
ADHD Support Groups	Wellness Fairs
APP Vocal	Open Mic Nights
NARCAN Training	Battle of the Bands
Helen Donovan, Food Pantry	Ostera Events
After Prom Parties	Teen Leadership Meetings

Fire Poster Awards and Judging	Nutritional Classes
Young People A.A.	Thy Eagles Nest
Karate Classes	Handicap Commission
One Clean Day of Fun	Ice Cream Socials
Boy Scouts	Pinewood Derby
Girl Scouts	Rainbow Day Camp
Miss Wolcott Scholarship Program	Early Childhood Development Program
Board of Education A.P. Testing	"SAFE" New Year's Eve parties
Lisa, Inc. Career Fair	Girls, Inc.
Holiday Dances	Private Rentals
Exchange Club	Project Explorer Garden Project
For Goodness Sake (non-profit)	Young People's NA Meeting
Safe Boating Training	Public Hearing
Town Easter Egg Hunt	NA - Motorcycle Clean Ride

We graciously thank you for reviewing our request and look forward to the best year to date of operating this wonderful facility. Our mission and goals for this upcoming 2015 fiscal year are to truly get the WALC utilized and on the minds of the townspeople of Wolcott.

Should you require any additional information, please feel free to contact me.

Thank you,

Erik Williams

Erik Williams
Vice-President
Wolcott Activities and Learning Center
203-206-3878
wolcottearlychildhood@gmail.com

DeAnna Morelli,

President

Wolcott Activities and Learning Center
d.morelli17@gmail.com

Kathy Woods,

Treasurer

Wolcott Activities and Learning Center
youth@wolcottyouthcenter.com

4:03 PM
12/29/14
Accrual Basis

Wolcott Activities & Learning Center Balance Sheet

As of December 29, 2014

Dec 29, 14

ASSETS

Current Assets

Checking/Savings

TD Bank 1,726.90

Total Checking/Savings 1,726.90

Total Current Assets 1,726.90

TOTAL ASSETS 1,726.90

LIABILITIES & EQUITY 0.00

Wolcott Activities & Learning Center
Profit & Loss

January 1 through December 29, 2014

Jan 1 - Dec 29, 14

Ordinary Income/Expense

Income

46400 · Other Types of Income	
46420 · Facility Rental Revenue	3,736.11
46430 · Miscellaneous Revenue	10.00
46400 · Other Types of Income - Other	8,000.00
Total 46400 · Other Types of Income	<u>11,746.11</u>

Total Income 11,746.11

Expense

62800 · Facilities and Equipment	
62845 · Maintenance & Repair	414.00
62850 · Security/Fire Alarm	720.00
62880 · Utilities	
62885 · Propane	4,724.67
62880 · Utilities - Other	4,909.22
Total 62880 · Utilities	<u>9,633.89</u>

Total 62800 · Facilities and Equipment 10,767.89

65000 · Operations

65005 · Advertising	195.00
65020 · Postage, Mailing Service	53.00
Total 65000 · Operations	<u>248.00</u>

65100 · Other Types of Expenses

65120 · Insurance - Liability, D and O	1,179.00
Total 65100 · Other Types of Expenses	<u>1,179.00</u>

Total Expense 12,194.89

Net Ordinary Income -448.78

Net Income -448.78

Wolcott Activities & Learning Center
Profit & Loss Detail
January 1 through December 29, 2014

	Type	Date	Name	Memo	Split	Amount	Balance
Ordinary Income/Expense							
Income							
46400 - Other Types of Income							
46420 - Facility Rental Revenue							
	Deposit	01/09/2014	Deposit	Deposit	TD Bank	210.00	210.00
	Deposit	02/29/2014	Deposit	Deposit	TD Bank	825.00	1,035.00
	Deposit	03/28/2014	Deposit	Deposit	TD Bank	465.00	1,500.00
	Deposit	04/29/2014	Deposit	Deposit	TD Bank	20.00	1,520.00
	Deposit	05/20/2014	Deposit	Deposit	TD Bank	130.00	1,650.00
	Deposit	06/03/2014	Deposit	Deposit	TD Bank	100.00	1,750.00
	Deposit	06/18/2014	Deposit	Deposit	TD Bank	300.00	2,050.00
	Deposit	07/09/2014	Deposit	Deposit	TD Bank	300.00	2,350.00
	Deposit	07/28/2014	Deposit	Deposit	TD Bank	50.00	2,400.00
	Deposit	08/06/2014	Deposit	Deposit	TD Bank	250.00	2,650.00
	Deposit	10/06/2014	Deposit	Deposit	TD Bank	175.00	2,825.00
	Deposit	10/08/2014	Deposit	Deposit	TD Bank	100.00	2,925.00
	Deposit	10/21/2014	Deposit	Deposit	TD Bank	228.08	3,153.08
	Deposit	11/10/2014	Deposit	Deposit	TD Bank	100.00	3,253.08
	Deposit	11/26/2014	Deposit	Deposit	TD Bank	50.00	3,303.08
	Deposit	12/09/2014	Deposit	Deposit	TD Bank	133.00	3,436.11
	Deposit	12/16/2014	Deposit	Deposit	TD Bank	300.00	3,736.11
Total 46420 - Facility Rental Revenue						3,736.11	3,736.11
46430 - Miscellaneous Revenue							
	Deposit	07/17/2014	Deposit	Deposit	TD Bank	10.00	10.00
Total 46430 - Miscellaneous Revenue						10.00	10.00
46400 - Other Types of Income - Other							
	Deposit	04/30/2014	Deposit	Deposit	TD Bank	8,000.00	8,000.00
Total 46400 - Other Types of Income - Other						8,000.00	8,000.00
Total 46400 - Other Types of Income						11,746.11	11,746.11
Total Income						11,746.11	11,746.11
Expense							
62800 - Facilities and Equipment							
62845 - Maintenance & Repair							
	Check	03/11/2014	Northwest Environmental Water Labs		TD Bank	84.00	84.00
	Check	05/16/2014	Northwest Environmental Water Labs		TD Bank	70.00	154.00
	Check	07/17/2014	Northwest Environmental Water Labs		TD Bank	120.00	274.00
	Check	08/11/2014	Northwest Environmental Water Labs		TD Bank	70.00	344.00
	Check	11/04/2014	Northwest Environmental Water Labs		TD Bank	70.00	414.00
Total 62845 - Maintenance & Repair						414.00	414.00
62850 - Security/Fire Alarm							
	Check	03/25/2014	Starling Security		TD Bank	105.00	105.00
	Check	03/25/2014	Starling Security		TD Bank	75.00	180.00
	Check	08/25/2014	Starling Security		TD Bank	105.00	285.00
	Check	08/25/2014	Starling Security		TD Bank	75.00	360.00
	Check	08/18/2014	Starling Security		TD Bank	105.00	465.00
	Check	08/18/2014	Starling Security		TD Bank	75.00	540.00
	Check	12/02/2014	Starling Security		TD Bank	105.00	645.00
	Check	12/02/2014	Starling Security		TD Bank	75.00	720.00
Total 62850 - Security/Fire Alarm						720.00	720.00
62860 - Utilities							
62865 - Propane							
	Check	01/07/2014	Musco Propane		TD Bank	300.00	300.00
	Check	02/11/2014	Musco Propane		TD Bank	300.00	600.00
	Check	03/11/2014	Musco Propane		TD Bank	300.00	900.00
	Check	04/22/2014	Musco Propane		TD Bank	300.00	1,200.00
	Check	05/16/2014	Musco Propane		TD Bank	1,124.67	2,324.67
	Check	06/25/2014	Musco Propane		TD Bank	400.00	2,724.67
	Check	07/17/2014	Musco Propane		TD Bank	400.00	3,124.67
	Check	08/11/2014	Musco Propane		TD Bank	400.00	3,524.67
	Check	10/03/2014	Musco Propane		TD Bank	400.00	3,924.67
	Check	10/28/2014	Musco Propane		TD Bank	400.00	4,324.67
	Check	12/08/2014	Musco Propane		TD Bank	400.00	4,724.67
Total 62865 - Propane						4,724.67	4,724.67
62880 - Utilities - Other							
	Check	02/05/2014	CL&P		TD Bank	479.28	479.28
	Check	02/05/2014	Comcast		TD Bank	165.00	644.28
	Check	03/04/2014	Comcast		TD Bank	158.00	802.28
	Check	03/20/2014	CL&P		TD Bank	235.18	1,037.44
	Check	04/11/2014	CL&P		TD Bank	253.12	1,290.56
	Check	04/11/2014	Comcast		TD Bank	161.09	1,451.65
	Check	05/12/2014	CL&P		TD Bank	204.23	1,655.88
	Check	05/12/2014	Comcast		TD Bank	101.59	1,757.47
	Check	05/20/2014	Comcast		TD Bank	161.59	1,919.06
	Check	06/18/2014	CL&P		TD Bank	240.98	2,160.04
	Check	06/18/2014	Comcast		TD Bank	101.59	2,261.63
	Check	07/10/2014	CL&P		TD Bank	289.55	2,551.18
	Check	07/18/2014	Comcast		TD Bank	161.59	2,712.77
	Check	08/11/2014	CL&P		TD Bank	282.57	3,005.34
	Check	09/11/2014	Comcast		TD Bank	188.94	3,282.26

Wolcott Activities & Learning Center
Profit & Loss Detail
January 1 through December 29, 2014

Type	Date	Name	Memo	Split	Amount	Balance
Check	09/18/2014	CL&P		TD Bank	267.50	3,529.87
Check	09/18/2014	Comcast		TD Bank	184.65	3,804.52
Check	10/09/2014	CL&P		TD Bank	326.85	4,021.17
Check	10/29/2014	Comcast		TD Bank	164.74	4,185.91
Check	11/29/2014	Comcast		TD Bank	184.74	4,350.65
Check	12/09/2014	CL&P		TD Bank	558.57	4,909.22
Total 62800 - Utilities - Other					<u>4,909.22</u>	<u>4,909.22</u>
Total 62800 - Utilities					<u>9,833.69</u>	<u>9,833.69</u>
Total 62800 - Facilities and Equipment					10,797.69	10,787.89
65000 - Operations						
65005 - Advertising						
Check	08/08/2014	Webmastery.Org		TD Bank	195.00	195.00
Total 65005 - Advertising					<u>195.00</u>	<u>195.00</u>
65020 - Postage, Mailing Service						
Check	08/29/2014	Postmaster		TD Bank	53.00	53.00
Total 65020 - Postage, Mailing Service					<u>53.00</u>	<u>53.00</u>
Total 65000 - Operations					<u>248.00</u>	<u>248.00</u>
65100 - Other Types of Expenses						
65120 - Insurance - Liability, D and O						
Check	05/29/2014	Phildelphi Insurance Co.		TD Bank	1,178.00	1,178.00
Total 65120 - Insurance - Liability, D and O					<u>1,178.00</u>	<u>1,178.00</u>
Total 65100 - Other Types of Expenses					<u>1,178.00</u>	<u>1,178.00</u>
Total Expense					<u>12,194.89</u>	<u>12,194.89</u>
Net Ordinary Income					<u>-448.78</u>	<u>-448.78</u>
Net Income					<u>-448.78</u>	<u>-448.78</u>