PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION
Regular Meeting
Monday, May 2, 2016
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.

Vice-Chairman Sherman called the regular meeting to order at 7:00 p.m.

MEMBERS PRESENT: Vice-Chairman Robert Sherman, Steven Lagasse, Carl Dambrauskas, and Jared Kosky

MEMBERS ABSENT: Chairman Ronald Cordeau, Harry Najarian and Jeffrey Stango

ALSO PRESENT: Dave Pelletier, Woodtick Recreation Area Director; Steve Tutolo, Lions Club Member; Taxpayer: Brian Smail

APPROVAL OF MINUTES:

- **March 7, 2016 – Regular Meeting**

Upon **MOTION** by Carl Dambrauskas, seconded by Steven Lagasse, it was unanimously voted to **approve** the minutes of the March 7, 2016 Regular Meeting.

CORRESPONDENCE (on file):

1. **P&R Expenditure Report as of 04-25-16** (Dept. 521)
2. **Purchase Order Request from Program Director**
3. **Submitted by Safety & Health Committee, copy of minutes from Site Inspection held on April 19th**
4. **Letter dated March 8th from Mayor Dunn Regarding Spending for Fiscal Year 2015-2016**
5. **Scovill Walking Trail Subcommittee Meeting Notes dated 4-14-16**
6. **Email dated April 25th from Jeffrey Jump Regarding Repairs needed on Scovill Road Extension to the Boat Launch**

7. **Acquired Facilities Financial Reports as of 04-25-16**(Dept. 30)

8. **Request from Lisa Riggi to hold Geocaching Event on Walking Trail on Thursday, May 26th fro, 6-7 p.m.**

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

1. **Brian Smail, of 131 Boundline Road,** came forward and submitted photos of what he said were unleashed dogs, dogs swimming in the reservoir, and people loitering on the trail behind his property **(see attached).** He next made the following comments regarding the Walking Trail:

    - 'No Loitering' signs have not been placed behind the homes as promised
    - People are trespassing on his property
    - He pays higher taxes due to his view (it's on the card)
    - He has had the police there a few times due to people with flashlights at night
    - Person arrested on quad
    - There are dogfights on trail
    - He is still pushing this with the DEEP and the Army Corps of Engineers
    - He will file a suit if trail race goes through because it is a residential area; he has already spoken to an attorney

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

Woodtick Recreation Area:
Dave Pelletier came forward and reported the following:

- They officially opened up the pavilion this weekend
- The pavilion is looks incredible; everything is brand new and the horseshoe pits were redone
- The whole season is booked
- They are getting the beach area ready for Memorial Day opening

- The new slide is in, but must still be put in the water; the water will only take a day or two to fill back up
- The Safety Committee came by and they took care of those items
- He is using the new pick-up truck

A brief question and answer period was held; discussion followed.

PO Requests:

Upon **MOTION** by Carl Dambrauskas, seconded by Jared Kosky, it was unanimously voted to **authorize** the Program Director to expend **$545.00 from line item #5830** for T-Shirts for summer staff and polo shirts for park attendants (vendor: Barker Specialty).

SUB-COMMITTEE REPORTS: WALKING TRAIL UPDATE:

Mr. Lagasse reported the following:

- Meeting notes from April 14th was submitted in the packets
- They have a vendor for the new signage; it is a durable aluminum sign; powder coated
- They ordered the trail rules signs and mile marker signs
- The high school is working on two of the kiosks which will be done by the end of the school year; they will be placed at Wolf Hill Road and Munson Road
- They will be placing trail maps with parking locations in them and notices for events
- A commercial business in town has volunteered to install a fitness trail mainly used for stretching & sit-ups; it has 10 stations; it will be isolated mainly to Wolf Hill Road; they will need to get Inland Wetland clearance and prepare the sites
- $66,000 in grant money came through from the DEEP; the town has to spend an additional $17,000; this will take pedestrians off the road onto a peninsula; this probably will not happen until next year

OLD BUSINESS:

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1. Park Maintenance Items

Vice-Chairman Sherman stated that he believes wood chips will be placed down at the park soon.

2. Baseball Association of Wolcott (BAW) Lease

The above item is still with the Town Attorney.

3. Discussion Regarding Woodtick Recreation Area Pavilion

Vice-Chairman Sherman noted that they had discussed finding funds for painting, but with the budget freeze in place, it looks like they will have to discuss this in the next fiscal year.

NEW BUSINESS:

Upon **MOTION** by Jared Kosky, seconded by Steven Lagasse, it was unanimously voted to **add** to New Business on the agenda, Correspondence Item #8-'Request from Lisa Riggi'.

1. Lions Trail Race

At this time, Steve Tutulo came forward and submitted a flyer, race details, and a waiver to the Commission **(see attached).** He reviewed all of the paperwork with the Commission in detail. Following the race there will be live music, burgers, beer, and chowder at the pavilion.

Mr. Pelletier inquired if he should have the Lions fill out a pavilion contract for the party after the race, at which time the Commission agreed that he should. Mr. Tutolo requested if about a week before they can place temporary mile markers on the trail so that volunteers can call out mile times at one, two, and three miles. They would just be placed with stakes in the ground; the Commission agreed. Also, they will try to let people know that there will be a race that day by posting notices. It was noted by Mr. Tutulo that the Town Attorney has seen the waiver. A brief discussion followed with regard to some of the specifics of race, after which the Commission made the following motion:

Upon **MOTION** by Steven Lagasse, seconded by Carl Dambrauskas, it was unanimously voted to **approve** the Wolcott Lions Dam Race scheduled to be held on October 15, 2016 **(details attached).**

2. **Request from Lisa Riggi** (Corres. Item #8-attached)

Vice-Chairman Sherman referenced Correspondence Item #8, at which time he read it into the record **(see attached).**

A brief discussion was held, after which the following motion made:

Upon **MOTION** by Steven Lagasse, seconded by Carl Dambrauskas, it was unanimously voted to **approve** the event requested by Lisa Riggi on the Walking Trail scheduled to be held on Thursday, May 26, 2016 **(details attached).**

ITEMS FOR NEXT AGENDA:

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

TAXPAYERS' TIME:

1. **Brian Smail, of 131 Boundline Road,** came forward and made the following comments expressing his opposition to the Lions Trail Race:

    - The race should not be in a residential area
    - They are bringing alcohol and wine into it; people will be drinking and walking behind their houses
    - The trail is supposed to be family friendly and the first event includes alcohol and wine; he questioned if the Mayor is behind this

2. **Steve Tutolo, of 131 Boundline Road,** came forward and made the following comments:

- The alcohol will not be served until after the running event is completed
- Woodtick Recreation Area pavilion allows alcohol and it is there on a weekly basis; he doesn't think it affects the trail in any way
- The Lions members that will be serving are TIPS Certified (Training for Intervention Procedures), the Permittee is there and their insurance is in place
- Like every other Lions event, it will not be out of hand in any way

At this time, Mr. Lagasse questioned how long they have the Police contracted for.

From the audience, Mr. Smail stated "Here we go again". The rules change every time. The Commission is not supposed to comment or ask questions.

Vice-Chairman Sherman suggested that Mr. Lagasse can come forward as a taxpayer and make his comments that way.

Mr. Lagasse stated they he will withdraw his comments.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Upon **MOTION** by Steven Lagasse, seconded by Jared Kosky, it was unanimously voted to **adjourn** the meeting at 7:37 p.m.

APPROVED:

Elizabeth Gaudiosi
Commission Secretary

Ronald Cordeau, Chairman
Park & Recreation Commission

Scovill Walking Trail Subcommittee

4/14/16 Meeting Notes

The meeting was called to order at 7:09 p.m.
Attendees: Steven Lagasse, Ron Cordeau, Bill Tynan
Also in attendance: Richard Tucker, Mark Garrigus, Mark Possidento and Don Charette

A brief cost update was provided. Processed expenditures as of April 5 2016 totaled $299,720.88 or 85.6% of the project budget of $350,000. Included in this amount are encumbered funds totaling $22,785.66 or 6.5%. The available balance is $50,279.12 (14.3%), $35,000 of which is intended to be left as a reserve fund for contingencies and future maintenance. All of the direct trail project work has been completed. Remaining items include signage and gates.

Discussion followed on the trails proximity to the Kiwanis Camp. Steve Lagasse, Bill Tynan and Mayor Dunn met with Bob Ashley, President - Kiwanis Club of Greater Waterbury on April 4 on the camp grounds. Mr. Ashley was concerned about the welfare of the children attending the camp as many are there as a result of a history of abuse. Bill Tynan produced a copy of the agreed upon easement showing the current trail route. The subcommittee agreed with keeping the current trail location and will place additional signs to keep trail users from inadvertently wandering into the camp. Bill will reply to Mr. Ashley with our intent. **Update: That correspondence was sent on April 18th.**

Signs are pending creation until we have a chance to look at a sample. Mark Garrigus has a vendor in Bethel that can produce powdered coated aluminum signs. This option provides for the best longevity. In addition to the directional signs for the Kiwanis Camp, "No Parking" signs will be required for Munson and Woodtick Roads. Recent pedestrian improvements to Munson Road have led to fishermen parking on the pedestrian strip close to the Munson Road culvert from where they fish. Joe Golden from public works has a "Park at your own risk" sign that will be placed at the trail entrance behind St. Pius. This was at the request of Father Kevin Donovan. Steve Lagasse will ask Father Kevin Donovan if the sign can be mounted on the utility pole to the left of the trail entrance.

The Musano well has not been capped. Mark Garrigus committed to finding a steel plate which will be fastened to the top of the well opening.

Mark Garrigus noted that 5 gates will be needed, one each at the following locations: 2 on Woodtick Road at either end of the causeway, Boundline Road parking, Boundline Road next to Warner property and base of Musano property adjacent to trail. These will need to hang on 6x6 posts. Mark will work with public works to get in place.

WHS is constructing 2 kiosks which scheduled to be completed before the end of the school year. Placements for these are planned on Munson and Boundline Road parking/trail access points. The group would like WHS to undertake constructing 2 more in the following school year for placement on Wolf Hill Road and the boat launch areas.

No grand opening has been scheduled at this point. The group thought that should wait until the signs and kiosks are in place. We originally had planned on Earth Day weekend, April 22-24. We are now targeting late June or July.

The town secured a $66,360 grant from the DEEP. This will require the town spend an additional $17,000 for pedestrian safety improvements along Munson Road. Mark Garrigus shared a design that would place a floating boardwalk that would guide trail users away from the road and back onto a decking to be built off the Munson Road culvert. This work will commence once we receive a response from the Army Corps on wetland impact from the original trial design.

The group discussed the fitness trail proposed by Advanced Physical Therapy. The location was discussed at length with suggestions for placement other than the Wolf Hill area. The group determined that Wolf Hill Road would be the best location. This location however will bring along long term maintenance issues as the dense shade will most likely have an adverse impact on the materials. Nevertheless, the group decided to go forward and allow Dave Donnelly of APT to pursue this. It was suggested he make a site visit and stake out possible station locations. The area is approximately .6 miles in length and conforms to the minimal suggested area of .25 miles for a fitness trial.

WHS work details have not been scheduled. The close of the school year is quickly approaching. The group discussed restacking stone walls and litter patrols. The area along the earthen dam is particularly of concerns due to the litter however the heavy briar makes gaining access difficult. Richard Tucker will look into the possibility of getting volunteers before the end of the school year. The group suggested implementing an "Adopt a Trail" approach to improve and maintain the trail

Ron Cordeau mentioned he has received many calls about benches. He noted that a uniform bench design is required to maintain consistency. Once that is determined he can lead donors to the site or vendor with the benches. Bench locations have not been determined yet.

Michael Bruce joined the meeting late and listened in on some of the conversation. He was informed that the grand opening will not take place until a time after the signs have been installed. He is in the process of making an informational video on the trail. He agreed to share a final draft with the group.

WTNH Channel 8 ran a piece on Wolcott and included a trail segment.

The next meeting will be scheduled pending trail signage placement.

Adjournment was 8:45

WOLCOTT LIONS "DAM" RACE

SATURDAY OCTOBER 15th 2016

3.2 MILE TRAIL RUN & FESTIVAL
RUN / WALK ON THIS SCENIC FLAT TRAIL AROUND WOODTICK RESERVOIR & DAM

JOIN US FOR BEER & LIVE MUSIC FESTIVAL AFTER THE RACE
LOCATION – WOODTICK RECREATION
201 NICHOLS RD, WOLCOTT, CT 06716

RACE TIME – 11:00 am
Packet Pick Up & Reg. – 8:00 am – 10:00 am Race Day

Sign up online at www.fasttracktiming.com
$25 Online Registration between March 1 – August 1, 2016
$30 Online Registration between August 2 – October 14, 2016
$35 Day of Race Registration

Registration includes race and festival entry, Wicking Tee, One Beer & Food.

Awards:
M/F OVERALL, AGES 13 & UNDER, 14-19, 20-29, 30-39, 40-49, 50-59, 60-69, 70 & OVER

Hosted by Wolcott Lion's Club to Benefit Local Charities

Wolcott Lion's Dam Race & Festival

trail run – walk along new Scoville Reservoir trail. Event will consist of 3.4 mile run\walk event at Reservoir trail and then festival at Woodtick rec area below. Proceeds to benefit the Wolcott Community (Food pantry and or others)

– Wolcott lion's club event

Date – Saturday October 15th at 11:00AM

Registration – packet pick up – Wolcott Senior Center

Start at snack bar Woodtick Rec area - right on Nichols road- right on Wolf Hill Rd – enter trail at Wolf Hill parking area & go clockwise around trail and back to snack bar finish

Wolcott police - &Volunteers to be assigned along route to assist participants and keep order

Portable signage – " race in progress 11:00Am – 12:30pm" posted at trail parking areas along with course arrows

Application to event includes waiver- and Insurance for event to be purchased

By Lion's club

- Necessary permits, ambulance service, Police etc..
- Start – finish to be run by professional timing service (Fast track Timing)
- Awards and music festival after at Woodtick Rec area featuring Rubber City Band – Award winning chowder – beer & burgers

FastTrackTiming LLC
Advanced Timing and Scoring Solutions

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1 Personal Information 2 Contact Info 3 Shirts & Stuff 4 Agree to Waiver

Event: Wolcott Lion...	Category: Individual	Date: Sat Oct 15, 2016	E

View the Default waiver

I know that participation in this "Wolcott Lion's Dam Race" is a potentially hazardous activity. I will not enter and participate unless I am medically able and properly trained. I agree to abide by any decision of any race official as to my ability to safely complete the event. I assume all risks associated with this event, including but not limited to falls, contact with other participants, effects of weather including high heat and humidity, traffic and the condition of the road and trails, all such risks being known and understood by me. Having read this waiver and knowing these facts and in consideration of your accepting of my entry, I, for myself and anyone entitled to act on my behalf, waive and release the USATF, USATF employees, USATF officials, USATF directors, race organizers, "Wolcott Lion's Dam Race:, the Town of Wolcott. The Wolcott lion's Club, its members, volunteers, sponsors and affiliates Wolcott Baw Fast Track Timing LLC, volunteers, and all sponsors from all claims or liabilities of any kind arising out of my participation in this event. I grant permission to all of the foregoing to use any photographs, motion pictures, recordings or any other record of this event for any legitimate purposes. No Strollers or pets allowed

☑ **I agree with this waiver**

☐ **I am at least 18 years of age and am authorized to accept this waiver on behalf of Greg Tutolo**

Your Name

Why are you seeing this? Because you are signing someone else up for this event or that you are under 18 years of age. Please enter your name so that we know

mailed $25 —

CHARLES RIETDYKE SENIOR CENTER
211 NICHOLS ROAD
WOLCOTT, CT. 06716
(203) 879-8133 (203) 879-7604
(203) 879-7605 FAX

February 22, 2016

Wolcott Lion's Club
Mr. Steve Tutolo

Dear Steve,

The Town of Wolcott has accepted your request to use the Senior Center on Saturday, October 15, 2016 for the purpose of a trail race sponsored by the Lion's Club of Wolcott. We would like to request a suggested donation of $25.00 per rental to offset utility and custodial costs incurred at the center. Please make the check payable to the Town of Wolcott. The capacity of the senior center is 175 people.

Please make sure to keep the facility clean and return tables and chairs to their original position before you leave the building. The cleaning closet will be available for supplies needed to clean after your event is over. Please shut off all lights after your event. Windows are to be closed, if opened, and any trash that is accumulated from your event must be bagged and thrown in the dumpster in back of the center. We ask that you refrain from using the kitchen area due to safety and insurance issues unless previously requested and approved by the town. If any damages are incurred to the center, please contact our office as soon as possible. Any damages that are not reported could result in refusal of your group for future use.

The key to the Senior Center is to be picked up at the center the day of your event before 3:00 PM. If your event falls on a weekend, please pick up the key on that Friday before 12:00 PM. A Hold Harmless Agreement must be signed and witnessed by you or an authorized person representing your organization at the time the key is picked up before your event. This Hold Harmless Agreement will remain in our file for this date of request only.
Please make sure all doors are locked before you leave the center. The key is to be returned before you leave the day of your event and placed in a kitchen drawer.

If you have any questions or concerns, please call me at your convenience at
203-879-8133 at the center or 203-578-5704 on my cell phone. Have a great day!

Sincerely,

Donna Belval
Activities Coordinator

Beth Gaudiosi

From: Riggi, Lisa <LRiggi@wolcottps.org>
Sent: Thursday, April 28, 2016 11:31 AM
To: Beth Gaudiosi
Cc: Boulanger, Michelle; Brown, Linda; Craig, Matthew; Forgione, Michael; Monroe, Joseph
Subject: FW: Community News

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Beth,
Here are the details of what our physical education teachers at Wolcott High School would like to do.
Please let me know if we get approved.
Thanks!
Lisa Riggi

This is we would like to do regarding the Walking Trail Night:

- It is open to any student and/or family member of current WHS students who are enrolled in a Wellness class in the 2015-2016 school year.
- It will run from 6pm-7pm on Thursday, May 26th, 2016.
- We will begin our route either on the Boundline Road entrance (small parking lot) OR at the St. Pious X Church parking lot.
- We will not be walking the entire trail. We will only be walking a small portion of the trail located near the police station/St. Pious X church/Funeral Homes.
- We can expect anywhere from 0-50 participants (although, more than 15 people total would be a surprise to us) to participate in the walk. We do not expect a large turn-out, but we will not have final numbers until the newsletter/fliers have been sent home.
- We have plenty of teachers/aids to chaperone this event.
- This trail is already equipped with several "caches" hidden throughout the trail. These caches are small boxes filled with random items that other hikers leave inside the box.
- Geocaching works sort of like a treasure hunt: Participants use an app on their cellphone to map out and track down the boxes (caches) that are hidden along the trail. When found, the finder opens the box/cache and takes one item while leaving an item that they brought (could be a note, a hair tie, a stone, a small toy, pretty much anything that can fit) inside the small box. As far as I know, our participants **WILL NOT** be taking or leaving anything inside the box/cache. We will just be using the app/map to find the box, then move along to the next.
- The point of this night is to introduce Geocaching to our community and to have a fun night with family members. A lot of our community members have no idea that this is even available to them. Pretty much, where there is a hiking trail, there are geocaches unbeknownst to the hikers. It is a fun and creative way to bond with family and stay healthy at the same time.

If you need any more information, let me know.

Lisa A. Riggi
Athletic Director
Wolcott High School
457 Boundline Road, Wolcott, CT.