PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION
Regular Meeting
Monday, June 6, 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.

Chairman Cordeau called the meeting to order at 7:00 p.m.

MEMBERS PRESENT: Chairman Ronald Cordeau, Vice-Chairman Robert Sherman, Steven Lagasse, Harry Najarian, Carl Dambrauskas, Jared Kosky, and Jeffrey Stango

MEMBERS ABSENT None

ALSO PRESENT: Dave Pelletier, Woodtick Recreation Area Director; Mickie Fell, P&R Program Director

APPROVAL OF MINUTES:

- **May 2, 2016 – Regular Meeting**

Upon **MOTION** by Harry Najarian, seconded by Carl Dambrauskas, it was unanimously voted to **approve** the minutes of the May 2, 2016 Regular Meeting, with one abstention from Ronald Cordeau.

CORRESPONDENCE (on file):

1. **P&R Expenditure Report as of 05-27-16** (Dept. 521)

2. **Purchase Order Requests submitted by Program Director FY 2016-2017 (Dept. 521)**

3. **Purchase Order Requests for Peterson Park Maintenance for FY 2016-2017 (Dept. 521)**

4. **Purchase Orders Requests submitted by Woodtick Recreation Area Director for FY 2016-2017 (Dept. 30)**

5. **Submitted by Rich San Angelo, Proposal from CT Pavement Marking in the amount of $500**

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6. **Acquired Facilities Financial Reports as of 05-26-16** (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}

Woodtick Recreation Area Director:

Dave Pelletier came forward and reported the following:

- They had a very busy opening on Memorial Day weekend
- The septic tank recently needed to be pumped out
- The pavilion is booked through the rest of the season and the horseshoe league plays every Wednesday night

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

P&R Program Director:

Mickie Fell came forward and submitted three handouts to the Commission and briefly explained each **(see attached)**:

- The first handout is a summary of revenues for this past year and the Easter Egg Hunt attendance
- The second handout is a list of staff for the 2016 Summer Program
- The third handout lists current pay rates for staff

PO Requests:

Upon **MOTION** by Robert Sherman, seconded by Harry Najarian, it was unanimously voted to **approve** the Purchase Order requests for **FY 2016-2017** as submitted by Mickie Fell, Program Director **(see attached).**

Upon **MOTION** by Robert Sherman, seconded by Harry Najarian, it was unanimously voted to **approve** the Purchase Order requests for **FY 2016-2017** for Peterson Park Maintenance from **Dept. 521, line item #7180** 'Park Improvements' for the following: **$3,600.00**; $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.

Upon **MOTION** by Steven Lagasse, seconded by Carl Dambrauskas, it was unanimously voted to **approve** the list of Purchase Orders for FY 2016-2017 as submitted by Dave Pelletier **(see attached).**

Upon **MOTION** by Harry Najarian, seconded by Steven Lagasse, it was unanimously voted to **authorize** the expenditure of **$500.00 from line item # 7180** 'Park Improvements' for necessary maintenance; Connecticut Pavement Marking will repaint parking lot at Peterson Park (stalls, handicap, arrows, and speed bumps) **{see attached proposal}.**

SUB-COMMITTEE REPORTS: WALKING TRAIL UPDATE:

Mr. Lagasse reported the following:

- They have spent $326,000, of which $5,000 is encumbered; the original budget was $350,000
- They have $4,000 to spend on signs, gates, posts, and hardware
- There is about $12,000 of a liquidated PO balance which may get offset
- They will have about a $20,000-$25,000 reserve fund which will get pushed over to other phase on Munson Road; a decking and a boardwalk will be built; they also have a DEEP grant that came in for that
- The signs should be delivered this week; they have made arrangements with Mr. Kalinowski to auger holes for the mile marker posts and the sign posts
- The high school did a great job with the kiosks; they still have to be installed; the Town Crew is very busy now with road work

- Laminated maps will be placed in the kiosks along with other info; they would also like to use that space for recognition for organizations who donated time and/or money
- Once the above items are completed, the responsibility can return to the Commission; when the grant monies come in, the sub-committee can reconvene to manage that project

General discussion followed regarding the walking trail.

OLD BUSINESS:

1. Park Maintenance Items

Line painting will done in the parking lot at Peterson Park.

2. Baseball Association of Wolcott (BAW) Lease

The above item is still with the Town Attorney.

NEW BUSINESS:

There was no new business on the agenda.

ITEMS FOR NEXT AGENDA:

Old Business:
- 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 Harry Najarian, seconded by Carl Dambrauskas, it was unanimously voted to **adjourn** the meeting at 7:21 p.m.

APPROVED:

Elizabeth Gaudiosi **Commission Secretary**	Ronald Cordeau, Chairman **Park & Recreation Commission**

Fall/Winter/Spring

Program	attendance	collected
Open gyms	95	$1425.00
Gymnastics	17	$255.00
Arts & Crafts	16	$250.00
Volleyball	18	$630.00
Co-ed Basketball	8	$133.00
Over 30 Basketball	20	$895.00
Summer 2015	app. 65 wk	$10,015.00
		13,603

Pavilion

2015		2016
$2925.00	$1,800	~~$625.00~~ paid
	$1 500	$~~1050.00~~ booked

Easter Egg Hunt - app. 220 children

2016 Summer Camp June 20 - July 29

RETURNING SUMMER STAFF- 2016

1. **Eric Dauphanais ****
2. Jessica Devitto **
3. Vincent Gambino
4. Jeffrey Plourde **
5. Maggie Milton
6. Carly Venditti
7. Lauren Bozzuto
8. Kaylee Danielle
9. Aidan Kiely
10. Jason Pelletier
11. Valerie Amedeo

ADDITIONAL APPLICANTS-SUMMER STAFF- 2016

1. Erica Warren ##
2. Morgan Kiely ##
3. Zach Druan ##
4. Michael Druan ##
5. Amanda Salvo
6. Samantha Cohen @@
7. Christina Velezis
8. Tatiana Mrazik @@
9. Michael Audibert
10. Jared Longo @@
11. Amanda Pastore
12. Matt Warren
13. Angelina Vaccarelli
14. Emily Dichele
15. Kaitlyn Lofgren @@

SUMMER STAFF 2015 / 2016

Assistant Director		Rate
Old rate	16.50	New 16.75

Head Supervisors

old starting rate	$11.00	new start rate	11.50
old starting rate	$11.25	new start	11.75

Supervisors

Old 9.45	new 10.00
Old 9.25	new 9.90
Old 9.15	new 9.75

SUBSTITUTES

Old 9.15 new 9.60
(minimum wage)

Purchase Order Requests from Program Director for FY 2016-2017

To: PRAF Commission

I would like to get the following Purchase Orders approved for the next fiscal year's budget beginning July 1, 2016 (FY2016-2017).

Thank you,
Mickie

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1. **Party Plus: $750.00 from line #5830 for End of Summer program "Carnival"**
2. **Barker Specialty: $100.00 from line #8110 for awards for best campers**
3. **S&S Worldwide: $600.00 from line #5830 for sports equipment and at supplies**

Summer Concerts:

4. **Richard Brundage D/B/A Roundhouse Productions: $600.00 from line #8120 for E-2 concert Sep.4**
5. **Bruce Pettinicchi: $500.00 from line #8120 for Summertime Johnny concert July 10**
6. **Wendy Sousa: $500.00 from line #8120 for Redline concert Aug 7**
7. **Tommy Sanchez: $600.00 from line #8120 for Crosseyed Cat concert Aug 14**
8. **William Carangelo: $350.00 from line #8120 for Group Therapy concert July 31**
9. **Dante Galupo : $2,000.00 from line # 8120 for concerts July 24, August 21, August 28** (yearly contract: Music Performance Funds of the Recording Industries as arranged by Local 186, American Federation of Musicians of Greater Waterbury)

Purchase Orders for FY 2016-2017

Please note: All below are expended through Dept. 521 Park Improvements line item #7180

1. **Superior Sanitation: for portable toilets at Peterson Park 8 months** (July, Aug., Sept., Oct., Nov, April, May, & June) **@ $450.00 per month: Total $3,600.00**

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2. **Home Depot- Open Account- Total $1,000.00** (for miscellaneous maintenance & repair supplies for Working Park Attendant)

3. **Superior Equipment & Supplies – Open Account $500.00** (for miscellaneous maintenance & repair supplies for Working Park Attendant)

WOODTICK RECREATION AREA

FISCAL YEAR 2016-2017

PURCHASE ORDERS

PO#	Vendor #	Vendor	Account #	$ Amount
			LEGAL & CONSULTING	
			30-8-800-3-3200	
	0039000	WOLCOTT COMMUNITY NEWS	"	$200
			MAINT-EQUIPMENT	
			30-8-800-4-4400	
	0046764	BSN SPORTS	"	$500
	0001464	CT FIRE EQUIPMENT	"	$500
	002558	LOSTOCCO AUTO PARTS	"	$200
	94520	LINCOLN AQUATICS	"	$1,000
			MAINT. REPAIR-BUILDING	
			30-8-800-4-4420	
	0012832	ADVANCED WATER SYSTEMS	"	$800
	0046141	HOME DEPOT	"	$1,500
	0014077	JOE PAULO, LLC	"	$500
	0042495	RAYMOND'S LUMBER	"	$1,200
	0042851	SUPERIOR EQUIP & SUPPLIES	"	$1,200
	0051416	THE PRINT SHOP	"	$600
	0000606	WOLCOTT SANITATION	"	$800
	0043475	WOLCOTT POWER EQUIP.	"	$600
	0041194	GAMBINO PLUMBING	"	$1,000

		SNACK BAR SUPPLIES	
		30-8-800-4-4465	
0032402	COCA-COLA	"	$1,200
0018276	FRANKIES FAMOUS FOODS	"	$700
0051343	JOHN HAYES & SONS	"	$2,000
0006052	MOORE MEDICAL SUPPLIES	"	$300
0014195	NAPOLI FOODS	"	$2,850
0050235	PAT'S IGA	"	$600
0052499	TWO BROTHERS ICE CREAM	"	$1,850
		MAINT. SUPPLIES	
		30-8-800-4-4466	
00052599	WAREHOUSE STORE FIXTURES	"	$1,000
0043475	WOLCOTT POWER EQUIP.	"	$100
		OPERATIONAL EXPENSE	
		30-8-800-4-4950	
16875	ANALYTICAL CONSULTING TECH.	"	$400
		OFFICE SUPPLIES	
		30-8-800-5-5100	
16054	SUBURBAN STATIONERS	"	$300
052113	Dave Pelleiter	"	$300

#6

MILL POND WAY

PLEASE ENJOY MILL POND WAY BY ADHERING TO THESE SIMPLE GUIDELINES

- STAY ON THE GRAVEL PATH AT ALL TIMES
- LEASH AND CLEANUP AFTER ALL PETS
- CYCLISTS GIVE PEDESTRIANS RIGHT OF WAY
- MOTORIZED VEHICLES ARE PROHIBITED
- COMPLY WITH NO FISHING OR WATER ACCESS IN THE CONSERVATION AREA
- BE COURTEOUS OF OTHER USERS AND ABUTTING PROPERTY OWNERS
- OPEN SUNRISE TO SUNSET

LEAVE ONLY FOOTPRINTS BEHIND

#7

MILL POND WAY CONSERVATION AREA

YOU ARE ENTERING A SENSITIVE PLANT AND WILDLIFE AREA WHERE DISTURBANCES BY HUMANS OR PETS REDUCE THEIR CHANCES OF SURVIVAL

FISHING AND WATER ACCESS IS PROHIBITED

SCOVILL RESERVOIR RULES

AREA IS OPEN FROM SUNRISE TO SUNSET

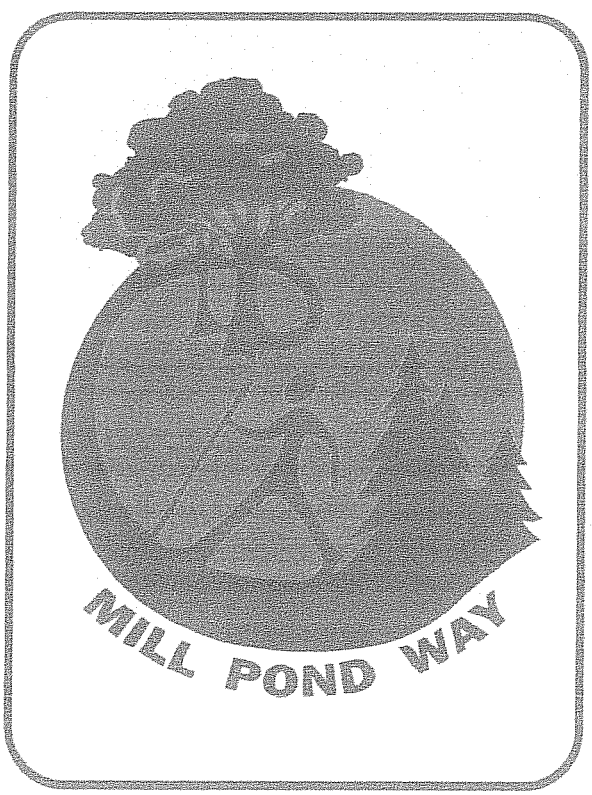
FISH AT YOUR OWN RISK

THE FOLLOWING ARE PROHIBITED;

- GAS MOTORS OF ANY KIND
- FISHING IN THE CONSERVATION AREA
- SWIMMING OF ANY KIND
- SAIL BOATS, WIND SURFING
- CAMPING
- OPEN FIRES
- ALCOHOLIC BEVERAGES

POLICE TAKE NOTICE
MAXIMUM PENALTIES $250.00 PER VIOLATION

#7



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