

**PARKS AND RECREATION AND
ACQUIRED FACILITIES COMMISSION**

Regular Meeting

Monday, August 1, 2016

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.

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

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

MEMBERS ABSENT Chairman Ronald Cordeau and Jeffrey Stango

ALSO PRESENT: Lisa Stringer, Assistant Leader, Girl Scouts Troop #64222

Upon **MOTION** by Harry Najarian, seconded by Steven Lagasse, it was unanimously voted to **add** 'Walking Trail Bench' to the agenda.

CORRESPONDENCE (on file):

1. **P&R Expenditure Report as of 07-27-16** (Dept. 521)
2. **Thank you card from the Commission for Individuals with Special Needs**
3. **Letter dated July 11th from the Army Corps of Engineers advising that the Walking Trail is in compliance with Category 1 Connecticut General Permit** (previously emailed)
4. **Request from Kevin Huber to hold a 5K Race on the Walking Trail**
5. **Copy of Annual Report for FY 2015-2016 submitted to Mayor's Office**
6. **Acquired Facilities Financial Reports as of 07-26-16** (Dept. 30)
7. **Scovill Walking Trail Sub-committee Meeting Notes 07-19-16**

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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:

- The sub-committee met on July 19th; the minutes were submitted in the packet (**see attached**)
- The final items are staged and ready to go (mile marker posts, rule signage, gates, and the kiosk)
- They need to wait for the Town Crew who have been busy with road work
- They will need to rent an auger to place these items
- The sub-committee will disband when the work is complete
- They still need to discuss who will be charge when the safety and structural improvements begin along Munson Road with the grant monies from the DEEP

General discussion followed regarding the walking trail.

Vice-Chairman Sherman noted that they skipped 'Approval of Minutes' on the agenda.

APPROVAL OF MINUTES:

- **June 6, 2016 – Regular Meeting**

Upon **MOTION** by Harry Najarian, seconded by Jared Kosky, it was unanimously voted to **approve** the minutes of the June 6, 2016 Regular Meeting.

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MINUTES

OLD BUSINESS:

1. Park Maintenance Items

There was nothing new to report.

2. Baseball Association of Wolcott (BAW) Lease

The above item is still with the Town Attorney.

NEW BUSINESS:

1. Walking Trail Bench

Lisa Stringer, with the Girl Scouts, came forward and noted that this year the troops made enough money to donate back to the community, at which time she advised that they would like to provide a bench for the walking trail.

Mr. Lagasse stated that they would like to keep the benches uniform and at a low cost. The sub-committee decided to build them themselves. Mr. Richard Tucker has been very busy with other items and is also putting plans together for the benches. So, they are just requesting funds for the materials. He will forward the information to them. The Commission thanked Ms. Stinger for their contribution.

2. Benwashere.org 5K Road Race

Upon **MOTION** by Steven Lagasse, seconded by Carl Dambrauskas, it was unanimously voted to **table** 'Benwashere.org 5K Race' on the agenda.

ITEMS FOR NEXT AGENDA:

Old Business:

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

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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 7:12 p.m.

APPROVED:

Elizabeth Gaudiosi
Commission Secretary

Ronald Cordeau, Chairman
Park & Recreation Commission

Benwashere.org 5K Race

- Race organized by Kevin Huber, Shawn Simpson and Cristin Buckley
- Proposal prepared on May 1, 2016
- Purpose: The purpose of this proposal is to inform you of our intentions for a road race in memory of Benjamin Buckley. He passed away due to asthma related complications. His mother was a teacher in the Wolcott school system and since Ben's death has worked feverishly to promote asthma awareness and created the Benwashere.org foundation. Ben was close friends with my nephew, and when Ben passed away I felt my nephews pain. This race could be a great way to carry on Ben's memories for those involved, educate the public on asthma, raise money for the Benwashere.org foundation and have a fun day with family and friends.
- Other details of Event Proposal Document: The date is flexible. We were looking possibly for mid September but are flexible with the exact date. We were planning for a 10AM start and are still looking into the race route. Our initial plan was to use the trail around the reservoir as our course. There would be minimal road involvement and the runners would get a chance to see the new Wolcott trail. I did speak to Wolcott Ambulance and they would volunteer their time for the event. Shawn Simpson did speak to Wolcott Police and to Dave Pelletier for use of the pavilion. The pavilion is not available mid-September so we have 2 possible options. The first is to change the date to November so as to not conflict with the Lions race. The second is to possibly either use the fields across the street from Woodtick Recreation area or change the route and finish at Frisbie School. Changing the race route may lead to more time on the roads. We also did speak to a gentleman in town who can provide music and ice cream, a friend of Cristin's can provide hot dogs and hamburgers for after the race and we will seek donations throughout the community. We all think that this can be a great event, raise money for a worthwhile cause and bring the community together. I/we would be happy to meet to discuss any questions that you may have and to make this event a success.

Scovill Walking Trail Subcommittee

7/19/16 Meeting Notes

The meeting was called to order at 7:10 p.m.

Attendees: Steven Lagasse, Ron Cordeau, Bill Tynan

Also in attendance: Richard Tucker, Mark Garrigus

The status of the trail signs was discussed. Most of the signs that were fabricated by East Coast Sign and Supply have been completed and delivered. Rules and distance signs will be ready for permanent placement by the end of August. It was decided it was best for the public works department to rent an auger due to the challenges of the unknown subsoil composition. Being familiar with the area we expect to encounter substantial rock impediment. The 48 sign and gate posts have been detailed and are currently staged on Mr. Tucker's property. The post will be secured in place by stone dust. The 2 kiosks are stored at the high school. The rented auger will also perform the site preparation for these as well. The gates are located at the Tractor Supply Company in New Hartford. The public works department will pick them up whenever there is a day of rain as would like to keep the crew busy on public works projects during the dry conditions. The group hopes this work will be completed by the end of August. This will formally complete the work requirements within the scope of this project.

Update: A trail budget/cost update was sent on July 22, 2016. The financial status was as of July 21, 2016. The available balance is \$25,426.60. This includes \$3,076.09 of unencumbered funds. The gates at \$1,169.92 and the unknown rental cost of the auger are most likely the last remaining costs. Although we will not achieve a 10% reserve of \$35,000, the trail budget has been well controlled and will most likely have a positive balance to carry forward. The in kind service provided by the public works and, to a lesser extent, Inland Wetlands have had a favorable budget impact.

The project received a favorable compliance letter from the Army Corps of Engineers dated July 11, 2016.

Mr. Tucker has been approached by Mayor Dunn to apply for a Municipal Excellence Award (General and Topically categories) given by the Connecticut Council of Municipalities. He hopes to have this completed in a few weeks.

Mr. Cordeau discussed the issue of the rope swing located by Munson Road. The hazards and risks it brings to the Town are unacceptable. The group decided it was best to cut the limb to prevent this activity.

Community donation of benches was discussed. Cost and style discussion followed. The group decided a simple, cost effective design that offered permanence in place was best. Mr. Tucker offered to draw up simple plans using 6x6 posts and Trex for the seating surface. Locations should be 1 per mile and 1 or 2 at each parking location.

The next meeting will be scheduled upon the completion of the signs, gates and kiosks.

Adjournment was 8:15