

[NOTE: These minutes are made available to the public prior to Recreation and Parks Advisory Board acceptance.]

Wethersfield Recreation and Parks Advisory Board Meeting Minutes - September 23, 2004

The Advisory Recreation and Parks Board meeting was called to order by Chairperson Richard Dobmeier at 7:00 p.m. in the Town Manager's conference room at the town hall. Members present were Chairperson Dobmeier, Richard Lepore, Dan Silbo and Kathleen Bagley, Director, Recreation and Parks Department. Chairperson Richard Dobmeier welcomed Dan Silbo to the Advisory Board as a new Board member and thanked him for his interest in serving on the Recreation and Parks Board.

A. Public Comments.

None.

B. [Minutes - July 22, 2004](#).

Minutes were tabled because Mr. Silbo was not a member of the Board at that time and no quorum was present to vote on these minutes.

C. Monthly Report.

The monthly report was discussed and accepted.

Board members asked Ms. Bagley the status of the Cornfest being rained out this past weekend. She reported that Chamber members had told her there would be no make up for the Cornfest this year.

Mr. Silbo asked what was the status of the Mill Woods Pond after the pool was closed due to the heavy rains. He was concerned if the upper pond had overflowed into the swimming pond. Ms. Bagley reported that the upper pond did not overflow into the lower swimming area; however, the beach washout was so substantial they could not get Mill Woods opened in enough time to warrant the effort. Therefore, Willard Pool was opened to the public through the end of the summer. Ms. Bagley reported they were able to open Willard Pool because they had not completed the shut down process at that time for Willard Pool.

D. Letters and Announcements.

None.

E. Old Business.

1. Moeller Home Update.

Ms. Bagley gave Board members an update on the status of Moeller Home. She distributed a Moeller Home budget estimate dated September 15, 2004. She reported that the Building Committee went out for bids on the project. The bids came back substantially higher than the dollars estimated for the project. At the suggestion of the architect and concurrence of the Town Manager, the Building Committee through the architect issued an Addendum for the project reducing the scope of the project and also asking the contractors to provide budget numbers for a variety of alternates for the project. This Addendum was sent out to the two (2) lowest firms and their bids came back approximately one (1) week ago. The Building Committee reviewed the bids and decided to accept the majority of alternate deductions to the project. The low bidder was then determined to be LTC Construction with a low bid of \$628,100. The committee's income is \$634,665 and their estimated expenses with this construction bid and a 5% contingency is \$724,439 leaving a deficit of \$89,774. Ms. Bagley reported that the Building Committee designated its Chairman to meet with the Town Manager and provide an update on the status of this project. A meeting was held with the Town Manager this morning and the Chairperson of the Building Committee, Perry Cornwall, reported that he had approached the Wolf family to determine their interest in helping out with this \$89,000 deficit. He told the Town Manager that the Wolf family was prepared to donate an additional \$50,000 if the Friends of the Nature Center could match that within thirty (30) days. Mr. Cornwall reported to the Town Manger that they are working on this goal and would also like to talk to the Town Council about this process. The Town Manager suggested the Building Committee members attend the Town Council meeting on October 4, 2004. The Friends of the Nature Center are going to be actively soliciting additional donations to help with this match and develop a plan to ask the Town of Wethersfield

for some additional help. Board members felt that this project was very close to happening and offered their help and expertise to move the project along.

2. Skate Park Update.

Ms. Bagley reported that they had just heard from the state that the Skate Park had received a grant for \$100,000 towards the building of this project. Ms. Bagley reported that Senator Fonfara and Senator Ciotto were very instrumental in bringing this grant to the Town of Wethersfield. The next meeting of Skate Park Committee will be on September 30 and the items on the Agenda will focus on the design and bidding process for the construction of the Skate Park. Board members expressed their appreciation of receiving the grant from the State of Connecticut through the efforts of Senator Fonfara and Senator Ciotto.

F. New Business.

1. Policy for Showmobile Rental.

Board members discussed the enclosed policy for Showmobile rental included in their packets. The reviewed the fee structure and the type of groups able to rent the showmobile. Board members felt this Showmobile Policy was appropriate. Rich Lepore moved to accept the Showmobile Policy. The motion was seconded by Dan Silbo and voted unanimously. Ms. Bagley reported that she rented the showmobile to the Town of Newington for their Waterfall Festival on October 2. Since this request came in before the policy was adopted, she had approached the Town Manager to ask permission to rent the showmobile on that date. The Town Manager approved the rental of the showmobile and the rental fee for the day. The rental fee is \$350 for the day along with overtime costs for the delivery, set up and breakdown of the showmobile during the day.

2. Report on Raccoon Incident in Wintergreen Woods.

Ms. Bagley reported to Board members of the suspected rabid raccoon in Wintergreen Woods. This raccoon bit two (2) elderly women who needed medical attention. The raccoon was never found, but the park was closed for ten (10) days on the advise of the Health District Director to ensure that no other individuals would be put at risk during this situation. To date, the raccoon has not been found and no other reports have surfaced regarding any additional attacks by a raccoon.

3. Report on Incident on the Bike Trail.

Ms. Bagley informed Board members that a sexual assault had occurred on the Heritage Bike Trail between Nott Street and the Wintergreen Woods parking lot. She reported that it is under investigation by the police and the incident happened at 6:00 p.m. on a July evening. This incident was in the newspaper and Board members were aware of this issue.

4. Cottone Field.

Ms. Bagley reported that she is working with the Athletic Director to develop a series of policies for the use of Cottone Field with the artificial surface. The field has already been used by the high school for a variety of their activities and is turning out to be an excellent addition to the town facilities. Ms. Bagley told Board members on Saturday with the torrential downpour, the football field was available for play by the football team for an afternoon game. The field did drain appropriately and there were no problems playing on the field. She is working with the Town Manger and the Athletic Director to allow youth sports groups to schedule the field. This process is ongoing and she will keep the Board posted on the progress. She reported that the Youth Soccer League will be using the field on this Saturday for their State Cup games.

5. Nature Center Director Position.

Ms. Bagley reported that eighty-eight (88) applications were received for the position. They are currently being reviewed and interviews will be set up for the middle of October.

6. Strategic Plan.

Ms. Bagley reported that she received information for the Board to review in regards to the update of the 1995 Strategic Plan. Board members were asked to review the pertinent sections of the Strategic Plan as it affected the Recreation and Parks operation, identify the status of the sections and provide any additional information they would like to see included in the Strategic Plan. Board members reviewed each item. Ms. Bagley will send this report back to the Town Manger. Other items suggested for the Strategic Plan included identifying the work of the Keane Foundation and their future goal to build a sports complex in the Town of Wethersfield. Board members would like to see us work with the Keane Foundation to maximize town resources to provide the best services for residents in town. They would also like to see

funding for the Mill Woods Master Plan and as they request every year, funding available for capital improvements.

7. Mr. Lepore asked on the status of the Cove Park electricity. Ms. Bagley explained that she will be working with the town electrician to develop a plan and cost estimates to upgrade the electrical service at Cove Park.

G. Adjournment.

Rich Lepore moved to adjourn the meeting at 8:30 p.m. The motion was seconded by Dan Silbo and voted unanimously.