

## **Wethersfield Recreation and Parks Advisory Board Meeting Minutes - November 20, 2003**

The Wethersfield Recreation and Parks Advisory Board meeting was called to order by Chairman Richard Dobmeier at 7:00 p.m. Members present were Chairman Richard Dobmeier, Jacky Pentalow, Thomas Ragonese, Peter Kalousdian, Jr., Gregory Even, Damon Herring and Kathleen Bagley, Director, Recreation and Parks Department.

Guests present were Salvatore Cucia, Assistant Director, Recreation and Parks Department and Bill Holler from the Data Services Department of the Town of Wethersfield. Ms. Bagley asked Chairman Dobmeier to move Agenda Item F 1 New Business - The Powerpoint Presentation to the beginning of the meeting. Advisory Board members had no problem with this request and Salvatore Cucia and Bill Holler delivered a 25-minute Powerpoint presentation on the results of the summer customer survey for the recreation and park programs. A summary report of the Powerpoint presentation was distributed to Board members and Sal and Bill provided information throughout the Powerpoint presentation on the results of the customer survey. This survey demonstrated that customer's appreciated the value they got for the program, the convenience of the time and location for the programs and the help and instruction given by all the staff. Board members had questions regarding the presentation and then they went onto the regular meeting.

### A. Public Comments.

No public comments.

### B. Minutes - October 23, 2003.

Thomas Ragonese moved to approve the minutes. The minutes were seconded by Gregory Even and voted unanimously.

### C. Monthly Report.

Board members reviewed the October monthly report.

### D. Letters and Announcements.

1. Chairman Dobmeier reminded Board members of the Tree Lighting and Carol Sing on Monday, December 8, 2003.

### E. Old Business.

1. Board members discussed the status of Cottone Football Field. Ms. Bagley reported that it is being reviewed by the Town Council. The Town Council has hired Richard Webb of Kaestle Boos Associates to develop cost estimates and plans for a possible renovation of Cottone Field. Ms. Bagley reminded Board members that Mr. Webb was responsible for the Mill Woods Master Plan.
2. MDC Request for Sewer Line at Tanglewood Nature Preserve.

Ms. Bagley was asked by Chairman Dobmeier what was the status of their request. Ms. Bagley stated that MDC got approval from Inland Wetlands to install the sewer line in this area.

### 3. Moeller Home Update.

Peter Kalousdian, a member of the Moeller Home Building Committee, gave Board members an update on the status of the project. He reported that Committee members discussed the status of the roof and the possible replacement choices for a new roof. The Committee has developed a Request for Qualifications for architectural firms and will be interviewing them during December. Ms. Bagley explained the current status of fundraising for the Moeller Home project. The State has given the Town of Wethersfield a grant of \$250,000. The Friends of the Wethersfield Nature Center have received a \$100,000 private donation and they have given a \$50,000 donation. She also reported that the Friends have an opportunity to receive another \$100,000 donation if they match it with a fundraising campaign of \$100,000. They have currently

started that process and to date have raised \$30,000. Ms. Bagley also reminded members that the majority of the work on the project has to be done by February, 2005, in order to use the State money associated with the project.

#### 4. Skate Park Meeting with Students.

Ms. Bagley gave a brief report to the Board members on the very successful Skate Park meeting with the youth in the community. She explained that the audience was approximately 85 students and 15 adults and parents. They divided themselves into three sub-committees: Fundraising, Skate Park Design and Rules and Regulations. These subcommittees are meeting to develop information on each topic.

#### F. New Business.

##### 1. Capital Improvement Program.

Ms. Bagley gave a brief overview to Board members about the process for the capital improvement program budget. She reported that she and her staff are in the process of reviewing each facility and making recommendations for the Capital Improvement Program. The Park Board will review these projects at their December meeting and will prioritize each project. This priority list will be submitted to the Capital Improvement Advisory Committee. The Capital Improvement Advisory Committee will then determine the overall town priorities and send a report to the Town Manager. Once the Town Manager completes the entire budget process, she will make recommendations to the Town Council for the different projects she recommends for funding in the upcoming budget year.

Ms. Bagley explained to Board members that she is reviewing the projects of Moeller Home and the Skate Park. She will be requesting funds from the Town to match some of the ongoing fundraising campaigns by members of the community.

2. Chairman Dobmeier reported that he attended a Building Committee meeting for the schools and it was identified at that time that Recreation and Parks had some problems with the designs for the Webb School building and Stillman building. Ms. Bagley reported that the current design for the Stillman building shows the parking lot extending out into fair territory of the baseball field. With this current design, the baseball field could not be used for high school or Babe Ruth Baseball. For the Webb School, project plans call for installing a playscape at the southeast corner of the fields. She is working with the Town Planner to make sure that this playscape will not infringe on the athletic fields in that area. She will keep the Board updated on these projects. Chairman Dobmeier will bring these matters up at the next School Building Committee meeting to make them aware of our concerns about the Stillman baseball field.

#### G. Adjournment.

Peter Kalousdian moved to adjourn the meeting. The motion was seconded by Jacky Pentalow and voted unanimously.