

Wethersfield Parks and Recreation Advisory Board
Harbor Management Commission
Minutes - Thursday, February 16, 2012

The meeting was held at Wethersfield Town Hall and called to order by Chairperson Tom Ragonese at 7:00 p.m. Members present were Chairperson Tom Ragonese, Richard Lepore, Tom Mull, Tom Pentalow and Dan Silbo. Also present was Kathleen Bagley, Director of Parks and Recreation.

Chairperson Ragonese welcomed new board member, Tom Mull to the Advisory Parks and Recreation Board and the Harbor Management Commission. Chairperson Ragonese thanked Mr. Mull for his willingness to serve on the Board. Mr. Mull stated that he is looking forward to working on the Park Board and the Harbor Management Commission. Mr. Mull asked about the status of the Harbormaster and Deputy Harbormaster positions for Wethersfield Cove; he thought Mr. Forsdick was the Harbormaster. Chairperson Ragonese confirmed that Charlie Forsdick was appointed by the Governor as the Harbormaster, but the Deputy Harbormaster position had not been appointed by the Governor at this time.

A. Public Comments.

None.

B. Minutes – January 26, 2012.

Dan Silbo moved to approve the minutes of January 26, 2012. The motion was seconded by Tom Pentalow and approved unanimously.

C. Monthly Report – January 2012.

The Monthly Report was reviewed by Board members. Chairman Ragonese and Dan Silbo discussed the success of UNICO's Pasta Dinner. The event had a great turnout and the pasta dinner was excellent.

D. Letters and Announcements.

1. February Vacation Programs.

Chairman Ragonese reviewed the February vacation program flyer in their packet. Many programs are scheduled for children during their February vacation.

E. Old Business.

1. Status of Air Conditioning Unit for Gymnasium Project at 9/11 Memorial Sports Center.

Chairperson Ragonese asked Ms. Bagley for an update on this work. She reported that bids are due February 22 and they had eight contractors attend a non mandatory walk thru for the project. The funds for this project are being donated to the Town by the Keane Foundation. Mr. Mull asked about the type of air conditioning unit being installed for this project. Ms. Bagley explained that it is a roof top unit that will be placed on the gym roof and it will utilize the existing ductwork from the heating unit on the roof. Mr. Mull asked to see the plans for this project. Ms. Bagley has them in her office and Mr. Mull will stop by to review them.

2. Report on Workshop Session for Updating Plan of Conservation and Development.

Chairperson Ragonese reported that he attended the January 31 community meeting on updating the Town's Plan of Conservation and Development. He explained that this plan is updated every ten years and it identifies how residents want the Town to look in the future. Chairperson Ragonese reported that over 120 people were in attendance from the community and the consultant solicited input from these residents on a variety of topics using very creative methods. Chairperson Ragonese thought it was a productive meeting. Ms. Bagley attended the meeting too and explained that in the near future the Board will be asked to give input on the plan. This process is expected to take about one year.

3. Town Council Approval of Fund Transfer to Complete Cottone Field Lights Project.

Chairperson Ragonese explained that the Cottone Field Lights Project was completed for the fall season, but a balance of \$7,124 existed to finish payment of this project. This balance consisted of two unexpected expenses, an underground junction box (vault) for electric connections (\$3,891) and circuit breakers for the new lighting system (\$3,600). The Cottone Lights Fundraising committee recommended taking these funds out of the Cottone Rental Fund account. This request was approved by the Town Council at their February 6, 2012 meeting. This project is now completed. Chairperson Ragonese asked Ms. Bagley to follow up on the donation plaque to be placed at the field.

F. New Business.

1. Town Council Approval of Pool Projects with Funds Remaining from Willard Pool Filter Project.

Chairperson Ragonese asked Ms. Bagley to explain the pool projects. Ms. Bagley reported that the Willard Pool Filter Project budget was \$88,000. The project received an excellent bid and the work was completed leaving a balance of \$36,787. A request was made to the Town Council to use the balance of funds for additional pool projects to improve the efficiency of the filter operations at both outdoor pools. The Willard pool projects include reconfiguring plumbing in the deep pool surge tank, replacing gate valves for filter operation, relocating auto-fill probes to surge tank, replacing filter room doors and recaulking the pool deck. The Mill Woods pool projects include replacement of the filter motor, replacement of the existing 750 gal. chlorine tank with a 1,200 gal. tank and rebuilding the containment walls around the tank. The Town Council authorized the funds for these projects.

2. Budget Process for Fiscal Year 2012-13.

Chairperson Ragonese asked the status of the budget process. Ms. Bagley reported that the budget is due February 17th and staff is completing the final numbers. A report will be distributed at the next meeting on the budget request for fiscal year 2012-13. Ms. Bagley noted that the budget request will include increases for salary, benefits, water costs for the pools and the Nature Center operation.

3. Wintergreen Woods – Wooden Bridge Project.

Chairperson Ragonese asked Ms. Bagley to explain this project. She reported that the Conservation Commission is looking to install a wooden bridge over the spillway in Wintergreen Woods. This spillway has broken up and is difficult for people to cross when walking on the trail. The Conservation Commission had a volunteer engineer design the bridge to match the other bridges on the trails in Wintergreen Woods. The design will be submitted to the Inland Wetlands Commission for their review and then the Conservation Commission will look to fund the bridge construction. Board members were appreciative of the Conservation Commission's efforts.

G. Board Member Comments.

Chairman Ragonese discussed the placement of the Little League plaque at the lighted field. Ms. Bagley recommended installing it on the side wall of the dugout closest to the parking lot. This location will allow it to be seen by everyone who visits the field. Board members concurred. Ms. Bagley will order the plaque recognizing donors to the field.

H. Harbor Management Commission.

1. Harbor Management Plan Draft #4.

Chairperson Ragonese reported that this draft has been sent to the State for their review. Mr. Mull asked for a copy of the plan. Ms. Bagley will provide one to him.

2. Status of Permit Process with State for Cove Docks & Boat Launch Ramp.

Ms. Bagley reported that the consulting firm is working on the final requests from the State. Once additional information is completed, the Town will submit the formal application to the State. Mr. Mull reported that the Wethersfield Cove Yacht Club is looking to submit an application to the State for their improvement project in the Cove. They are gathering all the necessary information. Ms. Bagley reported that she gave a copy of the Town's underwater study required by the State for their permit process to the Wethersfield Cove Yacht Club to assist in their application process.

3. Army Corp of Engineers – Entrance Channel Dredging Project.

Chairperson Ragonese reported that the Army Corps of Engineers is looking for permission from some landowners on the Connecticut River to test their land to see if it is suitable to accept the dredged material. Staff met with one land owner and he gave permission for his property to be tested, but staff are still working on contacting another landowner. Chairperson Ragonese asked that this meeting be set up as soon as possible to get information to the Army Corps. Chairperson Ragonese does not want to hold up the timetable of the Army Corps.

I. Motion to Adjourn.

A motion was made by Richard Lepore and seconded by Dan Silbo to adjourn the meeting at 8:03 p.m. Motion passed unanimously.

Respectfully submitted,

Kathleen A. Bagley, Director
Parks & Recreation Department