

Wethersfield Advisory Parks and Recreation Board
Harbor Management Commission
Minutes - Thursday, December 18, 2014

The meeting was held at Town Hall and called to order by Chairperson Tom Ragonese at 7:00 p.m. Members present were Tom Ragonese, Bill Derech, Bill Leonard, Rich Lepore, Tom Mull and Dan Silbo. Also present was Mike Hurley, Town Council Liaison, Charlie Forsdick, Harbormaster and Kathy Bagley, Director of Parks and Recreation.

A. Public Comments.

None.

B. Minutes – November 20, 2014.

Dan Silbo moved to approve the minutes of the November 20, 2014 meeting. The motion was seconded by Rich Lepore and approved unanimously.

C. Monthly Report – November 2014.

The Monthly Report was reviewed by board members. They discussed the special events over the past month including the Veteran's Day Ceremony at Town Hall, Santa's Pancake Breakfast and Holidays on Main. The construction status of Webb tennis courts was also discussed. Ms. Bagley reported that the contractor will be completing the project in the spring. They need warm weather to pour the concrete for the courts.

D. Letters and Announcements.

None.

E. Old Business.

None.

F. New Business.

1. Review Capital Improvement Program for 2015-16 Budget and Determine Priorities.

Chairperson Ragonese explained the process for reviewing and prioritizing the Capital Improvement Program (CIP) for Parks and Recreation. The Parks and Recreation Department develops a ten year improvement plan for each facility and a priority list of projects for the 2015-16 budget year. The Park Board reviews the CIP plan and priority list and either makes changes or accepts the department's priorities. Ms. Bagley distributed a copy of the CIP plan and the department priority list. She noted that a few things had changed since the Board received the plan by email.

- a. Solomon Welles House – there is a problem with the foundation on the north side of the house. It needs to have a temporary fix to allow the public to use the facility. For the CIP plan a permanent fix will need to be included for the 2015-16 budget year. A cost estimate for this project is being developed.
- b. Community Center - Physical Services has recommended that funds be included in the CIP plan to replace the floor tiles in a room at the Community Center. They reported that the floor tiles were crumbling and may not be able to be repaired in the future. Also the floor tile mastic has asbestos in it so it will need to be abated. A cost estimate for this project is being developed.
- c. Cove Docks – the Town Manager has recommended that funds be included in the CIP plan as a contingency for the dock project.

Chairperson Ragonese thanked Ms. Bagley for this additional information and asked park board members for their input on the projects. Charlie Forsdick suggested renovating the bathrooms at the Community Center. He noted they need to be updated. A discussion was held on the projects and priority list. Board members concurred with the priority recommendations from the Parks and Recreation department. They recognized that the new projects discussed with Ms. Bagley will need to be added to the top of the priority list. The priority list is included at the end of the minutes.

2. Visit with Sports Groups in Town.

Ms. Bagley suggested to board members that it would be a good time to invite the sports groups in town to attend a board meeting to provide information on their organization, field needs and future needs. Usually the board does this every few years. Board members concurred with this suggestion and Chairperson Ragonese asked Ms. Bagley to schedule each sport group to a board meeting in the upcoming months.

G. Board Member Comments.

Bill Leonard noted that the Youth Services canoes stored down at the Physical Services yard should be covered with some tarps. The tarps will protect the canoes as the winter season approaches and also keep them covered in the yard. Ms. Bagley will follow up on the suggestion. Dan Silbo asked about the procedure for booking fields in town. Fields must be booked through the Parks and Recreation department. He asked Ms. Bagley to send an email to the principal at Corpus Christi School with this information.

H. Harbor Management Commission.

1. Cove Docks Project.

Ms. Bagley reported that the engineering firm has submitted preliminary plans to the Parks and Recreation staff for this project. Staff are currently reviewing the plans and will be providing feedback to the engineering firm. Chairperson Ragonese asked for the timetable for the dock project. The bid specifications will be finalized in January, project bid in February, award bid in March with construction in spring.

2. Chairperson Ragonese asked Harbormaster, Charlie Forsdick, for his report. Mr. Forsdick did not have a written report since boating season is over. He provided information to members about the status of the use of the MDC boat for the 2015 boating season. The Town Manager is working with MDC to develop the contract for the boat use. He will keep the commission informed on contract progress.

I. Motion to Adjourn.

Bill Leonard moved to adjourn the meeting at 7:56 p.m. Motion was seconded by Rich Lepore and passed unanimously.

Respectfully submitted,

Kathleen A. Bagley, Director
Parks & Recreation Department

WETHERSFIELD ADVISORY PARKS & RECREATION BOARD

CAPITAL IMPROVEMENT PRIORITY LIST for 2015 -16

December 12, 2014

Priority	PROJECT	COST
1	Solomon Welles House Foundation	100,000
2	Cove Docks - contingency for project	50,000
3	Community Center - new floor tile and asbestos removal, Senior Room	60,000
4	Willard Pool - sandblast & paint instructional pool and repair concrete base for diving board	35,000
5	Mill Woods Park - replace docks at swimming pool	65,000
6	Community Center - architect for rooftop air conditioning unit	25,000
7	Willard Pool - replace translucent wall panels on bathhouse	25,000
8	Mill Woods Park - replace bleachers at softball field #1	36,000
9	Basketball Court - reconstruct court at Charles Wright school	65,000
10	Mill Woods Park - stonedust parking lot construction	30,000
11	Playground - replace playground equipment at Greenfield park	35,000
12	Mill Woods Park - replace last section of pool fence	25,000
13	*Solomon Welles House - parking lot & drainage, foundation work, paint exterior, replace clapboards and site lighting	500,000
14	Mill Woods Park Soccer Field - Master Plan	610,000
		1,661,000

*Town applied for State of Connecticut STEAP Grant

