



Watertown Parks & Recreation Commission Regular Meeting Agenda

Date: Thursday, March 07, 2024
Time: 7:00 PM
Location: Town Hall - Parks & Recreation Conference Room
61 Echo Lake Road, Watertown, CT 06795

Meeting is In-Person and also available via Zoom. A link will be posted on meeting day.
Please refer to www.watertownct.org under *Calendar of Meetings*

- I. **Call Meeting to Order:**
- II. **Roll Call:**
- III. **Election of Officers:**
- IV. **Public Participation:**
- V. **Approval of Minutes:**
 - A. Thursday, February 01, 2024
- VI. **Correspondence:**
- VII. **Reports:**
 - A. Chairman
 - B. Director
 - C. Sub-Committees
- VIII. **Old Business:**
- IX. **New Business:**
 - A. Review and Consideration of Submitted Applications for 2024
 - B. Sign in honor of Avery Lamphier
 - C. Purposed repairs for Angel's playground
- X. **Executive Session:**
 - A. Restaurant lease
- XI. **Adjournment:**

Commissioners: Unable to attend? Contact P&R Department at 860-945-5246 by 4:30 PM



AGENDA
Date: 3-7-24
Number: VIA

MINUTES

WATERTOWN PARKS AND RECREATION COMMISSION REGULAR MEETING MINUTES

DATE: Thursday, February 1, 2024
TIME: 7:00 PM
LOCATION: Watertown Municipal Center – Recreation Department
61 Echo Lake Road, Watertown, Ct.

I. Call to Order
Chairman William Donston called the meeting to order at 7:03 p.m.

II. Roll Call
PRESENT: William Donston, Chairman
Ken LaRosa, V. Chairman
Pat Rinaldi, Secretary
Karim Belica
Margaret Germain
Joseph McGrail (arrived later)
Alan Mickel

ABSENT:

OTHERS PRESENT: Michael Ganem – Parks & Recreation Director, Council Liasson – Herm Desena

III. Election of Officers

Chairman:

Al Mickel I would like to nominate William Donston as Chairman.
Margaret Germain seconded the nomination.

Are there any other nominations? Are there any other nominations? Are there any other nominations?

No other nominations.

Michael Ganem All those in favor of nominating William Donston as Chairman.

Motion approved

William Donston is declared Chairman

Chairman William Donston took over meeting.

B. Vice-Chairman

Pat Rinaldi, I would like to nominate Ken LaRosa as Vice Chairman.
Al Mickel seconded the nomination.

Are there any other nominations? Are there any other nominations? Are there any other nominations?

No other nominations

William Donston All those in favor of nominating Ken LaRosa as Vice Chairman.

Motion approved

Ken LaRosa is declared Vice Chairman.

C. Secretary

Ken LaRosa, I would like to nominate Pat Rinaldi as Secretary
Al Mickel seconded the nomination.

Are there any other nominations? Are there any other nominations? Are there any other nominations?

No other nominations.

William Donston All those in favor of nominating Pat Rinaldi as Secretary.

Motion approved

Pat Rinaldi is declared Secretary.

IV. Public Participation – Discussion from commission that there should be a Town Ordinance to establish and record the guidelines for Jon Staver fund.

V. Approval of Minutes

A. December 7, 2023, Regular Meeting

MOTION: Ken LaRosa seconded by Al Mickel to approve the Regular Meeting minutes for December 7, 2023 as corrected.

Discussion to move public comment to the end of the agenda was recorded as passed but that motion failed.

Motion passed

B. January 4, 2024-cancellation notice

VI. Correspondence

A. Letter from Paul Jessell to Ms. Mark about roaming bull – owners have been formally notified about damages and risks to the public.

VII. Reports

A. Chairman

William Donston provided report.

A motion was made by Willaim Donston and seconded by Ken LaRosa to add policies and Procedures under New Business.

Motion approved

C. Director

Michael Ganem

D. Sub-Committees

Ken LaRosa gave report of Crestbrook Golf Course and Sub-committes.

VIII. Old Business

IX. New Business

A. Review and Consideration of Submitted Applications for 2024

A motion was made by Ken LaRosa and seconded by Margaret Germain to approve tournament applications as presented.

Motion approved

B. Sign in honor of Avery Lamphier – tabled, more information is needed.

C. Purposed repairs for Angel's playground – quotes to repair and replace feature was discussed.

D. Review updated facilities permit & tournament permit applications for 2024

Motion: Ken LaRosa and seconded by Margaret Germain to approve tournament applications.

Motion approved.

E. Policies and Procedures

Recommended changes need to be presented to the commission for review and approval.

Motion approved

X. Adjournment

MOTION: William Donston seconded by Karim Belica to adjourn the Regular Meeting at 8:55 p.m.

Motion Approved

Respectfully submitted,

William Donston, Chairman
Watertown Parks and Recreation Commission

Approved:

Susan King, Clerk

AGENDA

February 2024 – Monthly Follow Up

By: Carrie Godfrey Date: 3-7-24

Number: VII B

* A few new classes started: Adult and Woman Self Defense, Gentle Yoga, Gym Time with Mr. M, Valentine's Day Sweets at Buddha Bistro, Country Line Dance, Ball Till You Fall, Ready Set Play, Kids Yoga and Basic First Aid and CPR. They all had great attendance.

*February 8th, we sponsored a Valentine's Day Bingo Party. This was designed for children ages 4-10. There was Bingo, Pizza and Games while the parents were able to have a date night. This was a great hit, parents were very happy!

*Attendance at Adult Open Gym – Basketball on Tuesday's has been consistent. Taft Open Ice Skating finished up on Sunday, February 25th. This was one of the best years for attendance.

*We had our 1st Annual Cupid Crowning Contest. Everyone was invited to submit a photo of their favorite couple, both young and old, who've embraced the meaning of true love through fun, heart-warming photos. The couple with the most reaction buttons (likes, hearts, etc.) on Cupid Crowning Contest Facebook post won a gift card for a romantic dinner for two! The winning couple was Joe and Sharon Romano of Watertown!

*Our Summer Night Out – Block Party dates were approved. They will be on July 13th, and August 17th. Giulianna Guerrera, Special Events Coordinator has been working on making the event bigger and better!

* Friday, February 23rd we hosted a "Friday Night Frenzy" Pool Party for Watertown/Oakville students in Grades 6-8. They had so much with all their friends at the High School pool! We had 30 kids in attendance.

*The Shamrock Shuffle Committee met almost every week in February. Everything is coming along great. As of February 29th – we have over 450 participants registered.

*The Watertown Recreation Swim Team just finished a successful 52nd season. Congratulations for finishing second at the Yankee Swim League Championships. The WRST had 38 kids qualify for the Yankee League All Stars meet.

*Our Youth Basketball and Travel Leagues are still playing. They have about 2 weeks left. Basketball pictures and certificates were handing out and our coaches and players are looking forward to any tournament games we have scheduled next month.

*The Summer Activities Guide will be available in a few weeks. It will be posted on our website, Facebook page and copies located in our office for the community to grab.

2024 CBP Golf Tournaments

Updated 3/06/24

<h2 style="margin: 0;">AGENDA</h2> <p style="margin: 0;">Date: <u>3-7-24</u></p> <p style="margin: 0;">Number: <u>VIII</u></p>	
<input type="checkbox"/> Approved <input type="checkbox"/> Waiting on Application <input type="checkbox"/> Waiting for P&R Comm. Approval	
Watertown Lions Club	Tuesday May 14, 2024 @ 12:00 pm (76 golfers)
Charles Neumann (203)314-5393	Requesting a SHOTGUN start
	Using Sunset Grille
US Kids Junior Tour	Saturday May 18, 2024 @ 11:30 am
Marty Byrnes	Tee Times
Water-Oak Little League	Sunday May 19, 2024 @ 1:00 pm (60 golfers)
Christine DeFranzo (203)592-5970	Requesting a SHOTGUN start
	Using Sunset Grille
Watertown Youth Hockey Association	Wednesday June 5, 2024 @ 12:30 pm (110 golfers)
Stephen Ball (203)509-7231	Requesting SHOTGUN start
	Using Sunset Grille
	Approved by Commission 2/1/24
Knights of Columbus	Monday June 10, 2024 @ 9:30 am (144 golfers)
Anthony Stopper (860)417-8698	Requesting a SHOTGUN start
	Using Sunset Grille
	Approved by Commission 2/1/24
Northfield Volunteer Fire Co.	Sunday August 4, 2024 @ 1:00 pm (100 golfers)
Ryan Crichton (860)538-8001	Requesting a SHOTGUN start
	Using Sunset Grille
	Unlimited Driving Range
	Approved by Commission 2/1/24
RJ McFadden	Saturday August 10, 2024 @ 12:30 pm (144 golfers)
Stephen Martino	Requesting a SHOTGUN start
	Using Sunset Grille
Troop 52 Golf Classic	Saturday August 17, 2024 @ 1:00 pm (72 golfers)
Oscar Bartlett (203)910-0456	Requesting a SHOTGUN start
	Using Sunset Grille
Watertown Police Department	Friday October 4, 2024 @ 11:00 am (140 golfers)
Austin Keeney (203)907-6569	Requesting a SHOTGUN start
	Using Sunset Grille

**Crestbrook Park Golf Course
Sales Account, Stat, & Class Report
Green Fees**

Date 3/6/2024
Time 09:57:35
Page 1

**Z Date From: 1/1/2024 Through 3/6/2024
Report On: Account Code From 2050 To 2210 / Vendors: All / Report
Type: All / Tax Type: All / Z Number: All**

Item	Description	Size	Qty	Amount	Cost	Margin
2745001002	resident full w/ surcharge		1	1100.00	0.00	100.00
Totals For 2060	Resident Full w/Surcharge		1	1100.00	0.00	100.00
2745001004	RESIDENT SR W/ SURCHARGE		4	2500.00	0.00	100.00
2745001011	NON RESIDENT SR W/ SURCHARGE		2	1500.00	0.00	100.00
Totals For 2080	Resident Sr w/Surcharge		6	4000.00	0.00	100.00
2745001012	NON RESIDENT JR		1	300.00	0.00	100.00
Totals For 2160	Non Resident Junior		1	300.00	0.00	100.00
Report Totals			8	5400.00	0.00	100.00

* Deleted Items

2024 Golf Leagues (updated 3/6/24)

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00 am CBP Men's League (35)			8:00 am Retired Men's League			8:00 am CBP Men's League (35)
	3:30 pm Cercemaggiore Golf League (40)	3:30 pm Twilight Golf League (28)	4:00 pm Treadwell Corp Golf League (20)	4:00 pm Jim Barone Sunset League (44)		
	4:00 pm American Legion (36)	4:30 pm Pin High Golf League (20)	4:30 pm RGC Golf League (20)	5:00 pm Spark Golf League (12-16)		

AGENDA

Jennifer Adzima Ciuffo

Date: 3-7-24

394 Colonial St, Watertown, CT 06779 • 203-448-8358 • jennifer.adzima@gmail.com

Number: 11A

Town of Watertown
Parks & Recreation
61 Echo Lake Rd
Watertown, CT 06795

To Whom It May Concern:

I am writing to submit a proposal for a book sale event that we would like to organize at Veterans' Memorial Park Pavilion. Our aim is to foster community engagement, promote literacy, and fundraise for the Alzheimer's Association.

We are participating in The Longest Day fundraiser sponsored by the Alzheimer's Association. My mother was recently diagnosed with dementia, so this nonprofit is very close to my heart. The Alzheimer's Association works to advance care, support and research across the world. This includes face-to-face support to online education programs and funding promising worldwide research initiatives.

Event Details:

Event Name: Summer Solstice Book Sale

Date: Sunday, June 23rd or Sunday, June 30th, 2024

Location: Veterans' Memorial Park Pavilion

Event Description: Our book sale event will feature a diverse selection of books for all ages and interests, including fiction, non-fiction, children's literature, and more. We plan to offer gently used books that have been donated by the community at affordable prices to encourage participation from the entire community.

Purpose and Benefits:

Community Engagement: By hosting this event in a public park space, we aim to bring together members of the community in a shared celebration of literature and learning.

Promotion of Literacy: Encouraging reading habits is essential for personal development and lifelong learning. Through our book sale, we hope to promote literacy and a love for reading among attendees of all ages.

Fundraising: All funds raised will be donated to the Alzheimer's Association.

Logistics and Requirements:

Space Requested: We kindly request the use of Veterans' Memorial Park Pavilion within the designated park space for setting up our book sale.

Setup and Cleanup: Our team will be responsible for the setup and cleanup of the event area, ensuring that we leave the space in its original condition.

Volunteer Support: We will enlist the help of volunteers to assist with various aspects of the event, including setup, customer service, and cleanup.

Conclusion:

We believe that hosting our book sale event at Veteran' Memorial Park will not only benefit the community but also complement the recreational and cultural activities already offered in the area. We are committed to working closely with the Parks and Recreation Commission to ensure a successful and enjoyable event for all involved.

Thank you for considering our proposal. We look forward to the opportunity to discuss this further and address any questions or concerns you may have.

Sincerely,

Jennifer Adzima Ciuffo

RECEIVED
FEB 20 2024
Watertown Parks & Recreation



2024 Crestbrook Park Golf Course Application

AGENDA

Date: _____

Tournament Director: Martino Stephen Number: _____
Last First MIAddress: 105 Beach Avenue
Number StreetTown: Watertown State: CT Zip: 06795
Apt. #Day Phone: 860-417-9334 Evening Phone: _____Organization/Group Name: RJ McFadden
Is your organization non-profit? Y yes N _____
Organization Address: _____
Applicant's Connection with Group: ON THE BOARD

Tournament Category Information:

Weekday _____ Sunday _____ Local Non-Profit Tax Exempt # _____ Include copy
Day & Date of Outing: Aug 10, 2024 (SATURDAY) Requested Tee Time: 12:30

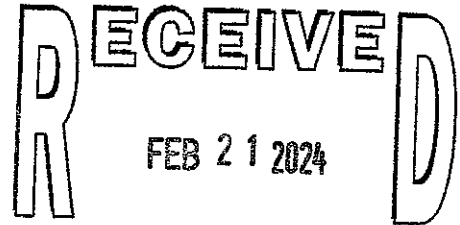
Number of Golfers: 144 Exact # needed 7 days prior to event. Special events and/or tournaments which require closing the course to the public (100 golfers and more) MUST be approved by Park and Recreation Commission.

What's Expected by You:

Security Deposit: \$250 - \$50 Registration Fee (non-refundable). \$200 Security Deposit will be held until course inspection complete. This could be the following day in the event the tournament went into night time and could not be adequately inspected. Any damage will be the responsibility of the Tournament Director. Golf etiquette shall be maintained at all times.

Rangers: 2 Rangers for tournament closing the course, 1 Ranger for tournaments 75 to 100 golfers. \$50 per Ranger Non-Refundable.

Golf cart damage, police will be notified if issue. No Hard Liquor allowed on course.

Initials: SPMAre you requesting a SHOTGUN start: Y N _____
Are you requesting Larger 8" Cups: Y _____ N _____
Are you planning on using The Sunset Grille for your event: Y N _____
Do you need the Pavilion at Crestbrook: Y _____ N _____
Optional Unlimited Driving Range- \$5.00 per golfer: Y _____ N _____

As Tournament Director, I assume all responsibility for my guests. I have read, reviewed and agree to follow the Course at Crestbrook Park Rules and Regulations and agree to follow them.

Step Martino
Applicant/Tournament Directors Signature

2-19-2024
Date

Accepted By: _____
Director - Watertown Parks and Recreation

Date

Your Quality of Life Department

FOR OFFICE USE ONLY:			
Cash:	Check# <u>507</u>	Credit Card Expires:	MC VISA AMEX Discover Amount Received: <u>250.00</u>
Date:	<u>2/21/24</u>	Time:	Initials: <u>JSM</u>
Cc: Golf Professional	Verified: Y N	Recorded on Calendar:	_____
The Sunset Grille	Verified: Y N	Comp Rounds:	_____
Park & Recreation Commission:	Y N	Date Confirmation Sent:	_____
Security Deposit: <input checked="" type="checkbox"/> N Amount: <u>50.00</u>		Ranger Fee \$50 per Ranger Amount:	_____

Rain Dates: In the event of course due to weather, an alternate date & time can be determined at our earliest convenience.



2024 Crestbrook Park Golf Course Application

Tournament Director: Keener Austin MI
 Last First MI
 Address: 151 Cheshire Road Prospect CT 06712
 Number Street Apt. # State Zip
 Day Phone: (203) 907-6509 Evening Phone: same as day

Organization/Group Name: Watertown Police Department Golf
 Is your organization non-profit? Y N
 Organization Address: 195 French Street Watertown CT 06795
 Applicant's Connection with Group: Chair of golf tournament

Tournament Category Information:
 Weekday Sunday Local Non-Profit Tax Exempt # Include copy
 Day & Date of Outing: October 4th 2024 Requested Tee Time: 11am

Number of Golfers: 140 Exact # needed 7 days prior to event. Special events and/or tournaments which require closing the course to the public (100 golfers and more) MUST be approved by Park and Recreation Commission.

What's Expected by You:

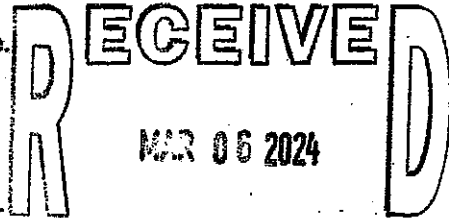
Security Deposit: \$250 - \$50 Registration Fee (non-refundable). \$200 Security Deposit will be held until course inspection complete. This could be the following day in the event the tournament went into night time and could not be adequately inspected. Any damage will be the responsibility of the Tournament Director. Golf etiquette shall be maintained at all times.

Rangers: 2 Rangers for tournament closing the course, 1 Ranger for tournaments 75 to 100 golfers. \$50 per Ranger Non-Refundable.

Golf cart damage, police will be notified if issue. No Hard Liquor allowed on course.

Initials: AMK

Are you requesting a SHOTGUN start: Y N
 Are you requesting Larger 8" Cups: Y N
 Are you planning on using The Sunset Grille for your event: Y N
 Do you need the Pavilion at Crestbrook: Y N
 Optional Unlimited Driving Range- \$5.00 per golfer: Y N



Watertown Park & Recreation

As Tournament Director, I assume all responsibility for my guests. I have read, reviewed and received a copy of The Golf Course at Crestbrook Park Rules and Regulations and agree to follow them.

Austin Keener 3/5/24
 Applicant/Tournament Directors Signature Date

Accepted By: _____ Date _____
 Director - Watertown Parks and Recreation

Your Quality of Life Department

FOR OFFICE USE ONLY:			
Cash: _____	Check# _____	Credit Card Expires: _____	MC VISA AMEX Discover Amount Received: _____
Date: _____	Time: _____	Initials: _____	
Co: Golf Professional	Verified: Y N	Recorded on Calendar: _____	
The Sunset Grille	Verified: Y N	Comp Rounds: _____	
Park & Recreation Commission:	Y N	Date Confirmation Sent: _____	
Security Deposit: Y N	Amount: _____	Ranger Fee \$50 per Ranger Amount: _____	

Rain Dates: In the event of course due to weather, an alternate date & time can be determined at our earliest convenience.

Signs & Wonders LLC

98 Birch Street
Watertown, CT 06795-2924

Estimate

Date	Estimate #
11/20/2023	499

Name / Address
Lisa Carew Watertown Park & Rec 61 Echo Lake Road Watertown, CT 06795

AGENDA

Date: 3-7-24
Number: ixB

Project

Description	Qty	Cost	Total
precision cast die aluminum with full color graphics or etched engraved cobby bronze plaque with post	1	#1 1,800.00	1,800.00T
POST AND PANEL 1 SIDED 3ft x 4 ft 3/4 pvc sign full color graphics 4x4 posts with caps installed these are option 1 and 2	1	#2 700.00	700.00T
Sales Tax		0.00	0.00
2 sep. quotes on one invoice			
Total			\$2,500.00

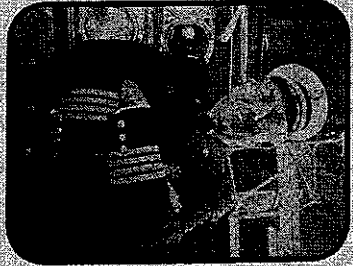
Customer Signature _____

#1



\$2

AVERY W. LAMPHIER

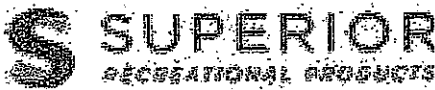


WATERTOWN FIRE CHIEF AND MARSHAL

1958-1986

U. S. MARINE CORPS

WW/11



1050 Columbia Dr.
Carrollton, GA 30117

1.800.327.8774
superiorrecreation.com

AGENDA

Date: 3-7-24

Number: IXC

QUO0273526

CREATED: 11/6/2023

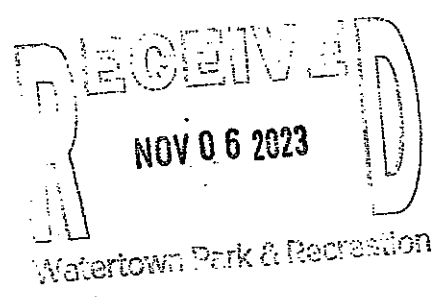
EXPIRES: 12/6/2023

PROJECT NAME	NOTES
Where Angels Play, Watertown, CT 06795-2629	Climber / Slide / Custom Panel

BILL TO	SHIP TO	TERMS
Accounts Payable Picerno-Giordano Construction 200 Market Street Kenilworth NJ 07033	Watertown Human, Social & Leisure Services 61 Echol Lake Road Watertown CT 06795	Net 30

QTY	ITEM	UNIT PRICE	EXTENDED PRICE
1	ESM0760XX - Education Climber 5" Surface Mount at -3" Elevation	\$1,952.30	\$1,952.30
1	Q050006XX - WOW replacement HDPE Slide Hood - 5" Double Wide	\$345.10	\$345.10
1	E050198XX - 5" Custom Tri Panel #4 - AnnMarie, Victoria, Rachel, Mary, Lauren, Dawn	\$1,586.452	\$1,586.45
	Subtotal.		\$3,883.85
1	Freight: Freight Out Billable and Handling - Freight: Freight Out Billable and Handling	\$1,181.80	\$1,181.80

Subtotal \$5,065.65
Tax (0%) \$0.00
Net Total \$5,065.65



Thank you for the opportunity to quote your upcoming project! If you have any questions, please contact our Customer Service Department at 1.800.327.8774. Quotes do not include installation or safety surfacing unless otherwise noted. In the event of any inconsistencies in regards to terms, the terms stated on this quote shall control.

PREPARED BY: Phyllis Morrell
Page 1 of 1

play. relax. live.