Watertown Parks & Recreation Commission
Regular Meeting Agenda

Date: Thursday, November 05, 2026
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. October 01, 2026-Regular Meeting

VI. Correspondence:

VII. Reports:
A. Chairman
B. Director
C. Sub-Committees

VIII. Old Business:

A. Park and Recreation account balance update
B. Status of Tennis Court Project

IX. New Business:

A. Review and consideration of Submitted Applications for 2026
B. 2027 Commission Meeting Schedule
C. Santa Parade Preparations
D. Staff Employee vacancies still open

X. Adjournment

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

AGENDA
Date: 11-5-26
Number: VA

MINUTES

WATERTOWN PARKS AND RECREATION COMMISSION
REGULAR MEETING
MINUTES

DATE: October 1, 2026

TIME: 7:00 PM

LOCATION: Town Hall – Parks and Recreation Conference Room
61 Echo Lake Road, Watertown, CT 06795

I. Call Meeting to Order:
Chairman Bill Donston called the regular meeting to order at 7:05 p.m.

II. Roll Call:

Members Present: Margaret Germain, Tadd Johnson, Sabra Sarandrea, Pat Rinaldi, Vice Chair, Bill Donston, Chair

Absent: Alan Mickel
Joe McGrail
Herm Desena, Town Council Liaison

III. Public Participation:

Barbara Zulkeski spoke about Adams Road Park and asked about applying for grants.

IV. Approval of Minutes:

September 3, 2026, Regular Meeting

Motion: Pat Rinaldi, seconded by Tadd Johnson, to approve the minutes of the Regular Meeting of September 3, 2026

Motion passed 3-0. Sabra and Peg abstained.

V. Correspondence - None

VI. Reports:

A. Chairman –
   a. Welcomed new member Sabra Sarandrea
   b. Was disappointed that the Fall Festival had to be cancelled due to the severe weather
   c. The Police Department will be hosting their annual benefit golf tournament on October 2, 2026

B. Director – the Directors report will be covered under New Businesses

C. Sub-Committees – Golf. Covered under New Business

VII. Old Business:

A. Policies and Procedures – No update

B. Maintenance List Update – Discussed

C. Account Balances (specials) for Parks and Recreation – No update

VIII. New Business:

A. Review and consideration of Submitted Applications and Tournaments for 2026 - No new applications

B. Discuss and take action on the 2027 Golf Rates. Marty Brynes, Golf Professional briefed the Golf Sub-Committee earlier this evening about Dynamic Pricing. He suggests that we use a hybrid model, to maintain a level of personal service for our season's passholders and use more of the technology for our other patrons. Marty recommends that the weekend rack rate be $74 (18 holes with a cart) $50 (18 holes w/out a cart). There will be minimum and maximums set up to ensure that the average price per round is not too low or high. The dynamic pricing will calculate pricing utilizing a plethora of real-time data thus assisting us to maintain a healthy balance of play vs. revenue. Season's passing prices will stay the same as in 2026.

A motion was made by Pat Rinaldi to accept the recommendation of the Golf Sub-Committee that Parks and recreation Commission recommend to the Town Council the proposed rate schedule for the 2027 golf season: to utilize the hybrid dynamic pricing model, with a range of minus 10% and plus 25% off the 2027 rack rate and send them to the full Parks and Recreation Commission. Seconded by Peg Germain. Motion passed unanimously.

C. Discuss and take action on the recommendation to utilize the John Staver Fund for tennis court rebuild.

Motion by Pat Rinaldi to accept the recommendation from the Assistant Finance director, Kayle VanWagner, to deposit the proceeds of the John Staver account into a Short-Term Investment Fund. Seconded by Margaret Germain. Motion passed unanimously.

The Director read a MEMO for the record regarding his recommendation to the Parks and Recreation Commission to utilize a portion of the John Staver Fund towards the rebuilding of the tennis courts at Crestbrook Park with funding to come from other sources as deemed appropriate by the Town Manager and the Town Council.

A motion was made by Peg Germain seconded by Tadd Johnson to recommend that the Town Council authorize that $300,000 be utilized from the John Staver Fund towards the rebuild of the tennis courts at Crestbrook Park with the balance of the required project cost be covered using other sources as determined by the Town Council, including a loan to be paid by future proceeds of the John Staver Fund. Motion passed unanimously.

D. Discuss and take action on the renewal of the contract (attached to the minutes) between the Town and Golf Professional, Martin P. Byrnes, Jr.

A motion was made by Pat Rinaldi to accept the recommendation of the Golf Sub-Committee to recommend to the Town Council Parks to renew the contract (attached to the minutes) between the Town and Golf Professional Martin P. Byrnes, Jr. Seconded by Margaret Germain. Motion passed unanimously.

E. Discuss and take action on a recommendation to the Town Council for a special appropriation of $23,800 from the General Fund balance to the Crestbrook Park Golf Course Enterprise Fund to decommission failing oil tanks and convert Sunset Grille to existing propane infrastructure.

A motion was made by Bill Donston to recommend that the Town Council appropriate $23,800 from the General Fund to Public Buildings to decommission failing oil tanks and convert Sunset Grille to existing propane infrastructure. Seconded by Peg Germain. Motion passed unanimously.

F. Discuss and take action on a recommendation to the Town Council for a consolidation of $30,000 across five departmental line items into Parks Maintenance Not Buildings, for the Where Angels Play Safety Matting upgrade at Veterans Memorial Park. A detailed MEMO is attached to the meeting packet.

A motion was made by Pat Rinaldi, seconded by Peg Germain to approve the consolidation of $30,000 across five departmental line items into Parks Maintenance Not Buildings, for the Where Angels Play Safety Matting upgrade at Veterans Memorial Park. Motion passed unanimously.

IX. Adjournment:

Motion: Tadd Johnson, seconded by Peg Germain, to adjourn the meeting at 8:26 pm

Motion passed unanimously.

Respectfully submitted,

_____
William Donston, Chairman
Watertown Parks and Recreation Commission

Approved: _____
Susan King, Clerk

WATERTOWN, CONNECTICUT

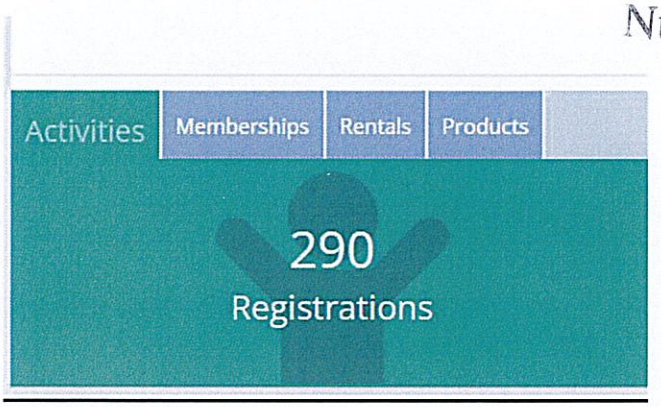
PARKS, RECREATION, SENIOR, & SOCIAL SERVICES

61 ECHO LAKE ROAD WATERTOWN, CONNECTICUT 06795-2629

MAIN OFFICE (860) 945- 5246 FAX (860) 945- 4734

AGENDA
Date: 11-5-26
Number: VIIB

October 2026
MONTHLY REPORT



Myrec 10/01/2026-10/31/2026

Recreation:

New Classes & Programs
This month we introduced several new programs, all of which had excellent attendance and positive feedback. New offers included:

- First Fridays Lap/Open Swim at High School Pool
- Swimming Lessons – All Levels
- Adult Open Basketball
- Fall Horseback Riding Lessons
- Sewing Class
- Ball Till You Fall After School Basketball
- Gym Time with Mr. McQueeney

Watertown Recreation Swim Team
The WRST program is running smoothly. Since Garry's retirement, I have taken over the leadership responsibilities, and communication with the head coach has been excellent. The team's first home meet is scheduled for Saturday, November 14th at the Watertown High School. Collen Henebry, Aquatics Supervisor first official day was October 10 she will now be taking over all aquatics.

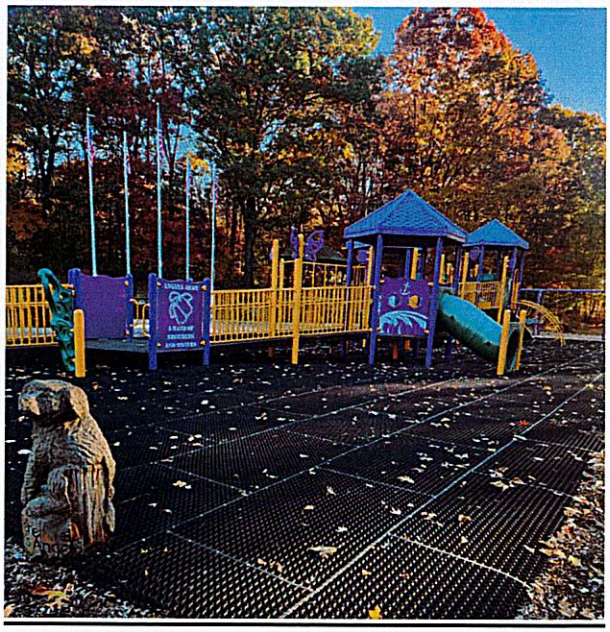
Trunk or Treat – October 17th
Held in the Watertown High School parking lot, this family-friendly event once again provided a safe and fun environment for trick-or-treaters. Prizes were awarded to the top three decorated trunks, and the creativity was outstanding!

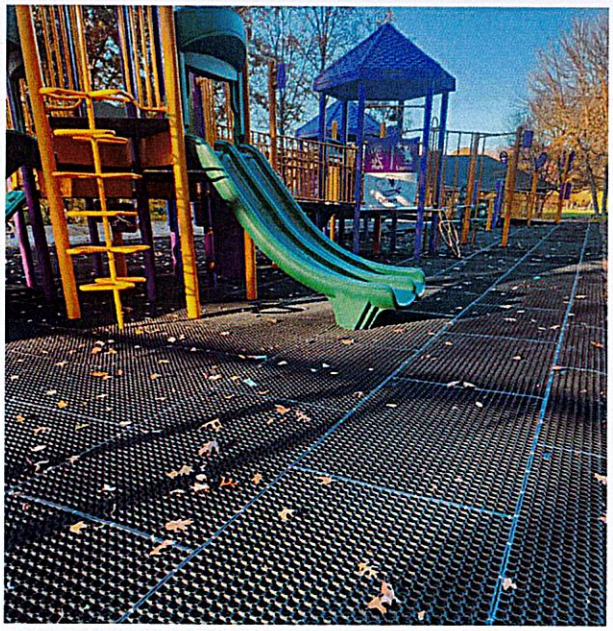
Halloween Celebrations – October 31st
The Watertown Fire Department and Parks & Recreation Department teamed up once again to host our annual Halloween Celebration at both the Watertown and Oakville Firehouses. From 6–8 p.m., families enjoyed Halloween treats, games, and plenty of spooky fun.

Basketball Season Preparations
Travel basketball tryouts for boys' and girls' teams were held successfully, and all teams are excited to get the season underway. In-town team selections are in November. Coaches will observe drills and participate in a draft to form teams. We will have our coaches meeting to discuss rules, schedules etc.

Parks:







- We are happy to report that we were able to upgrade the flooring at Veteran's Park

AGENDA
Date: 11-5-24
Number: 18

Watertown Parks & Recreation Commission
2027 Regular Meeting Schedule

The Watertown Parks and Recreation Commission hold their Regular Meetings on the First Thursday of the month at 7:00 P.M. Meetings are held at the Watertown Town Hall - Parks & Recreation Conference Room, 61 Echo Lake Road, Watertown, CT 06795

Thursday, January 07, 2027
Thursday, February 04, 2027
Thursday, March 04, 2027
Thursday, April 01, 2027
Thursday, May 06, 2027
Thursday, June 03, 2027
Thursday, July 01, 2027
Thursday, August 05, 2027
Thursday, September 02, 2027
Thursday, October 07, 2027
Thursday, November 04, 2027
Thursday, December 02, 2027

Watertown Parks and Recreation Commission

Approved:_____

WATERTOWN, CONNECTICUT
PARKS, RECREATION, SENIOR, & SOCIAL SERVICES
61 ECHO LAKE ROAD WATERTOWN, CONNECTICUT 06795-2629
MAIN OFFICE (860) 945- 5246 FAX (860) 945- 4734

AGENDA
Date: 11-5-24
Number: 1XC

January 8, 2026

Joshua Bernegger, Police Chief
Watertown Police Department
195 French Street
Watertown, CT 06795

Dear Chief Bernegger:

RE: SANTA'S LIGHT PARADE

The Santa's Light Parade will be held Friday, November 27, 2026. The parade will organize on Depot Street and step off at approximately 4:00 P.M. and meet Santa at the Fire House. The official parade begins at approximately 4:45 P.M. The Parade arrives at the gazebo at approximately 5:15/5:30 P.M. depending on the number of participants.

A permit will need to be secured by your department from the Department of Transportation. I'm requesting a temporary road closure. The parade will be traveling from the Fire Department, north on Main Street, Route 63 turning west on Route 6 and finishing at the Watertown Gazebo. A "rolling stop" in effect with the road reopening when Santa passes by.

One Police Officer will need to be stationed at each of the following intersections. These intersections will need to be closed at 4:00 PM.

1. Veterans' Memorial Hill (Route 838) at Main Street;
2. Route 6 & 63;
3. Route 6 by The Green/North Street.

Please feel free to contact me with any questions or concerns you may have. I can be reached at 945-5246. Thank you for your time and consideration.

Respectfully,

Micheal Ganem
Director of Parks, Recreation,
Senior and Social Services

Giuliana Guerrera
Special Events Coordinator
Watertown Parks and Recreation Dept.

CONNECTICUT

CTDOT CONNECTICUT TRANSPORTATION

HIGHWAY USE PERMIT

June 22, 2026
PERMIT # 153-69

Pursuant to Section 14-298-262 of the Regulations of Connecticut State Agencies, this Permit is issued to the Town of Watertown to allow the use of certain State Highways for the **"2026 Santa's Light Parade"** to be held on **Friday November 27, 2026. Beginning at 4:45 p.m.**

The State Highways to be used may include: Route 63, between French Street and the Watertown Town Green and Route 6 between North Street and Main Street. Watertown Police Department to provide detour and traffic control.

It is required that a traffic plan and/or procedure which will be implemented for the safety of the participants and to guide through traffic, shall have the approval of the Local Traffic Authority for the above listed town(s). All traffic control signage and appurtenances shall be in accordance with the latest edition of the "Manual on Uniform Traffic Control Devices" and must meet NCHRP 350 requirements. Any questions may be referred to the Department of Transportation, District Four Traffic Engineer at (203) 591-3561.

Additionally, if traffic control signals on State Highways are to be placed in the flashing mode, the Department of Transportation's Highway Operations Unit should be notified at least twenty-four hours prior to the action by calling (860) 594-3447.

For Aron Steeves
Special Service Section Manager
Bureau of Highway Operations

Digitally signed by Daren Sileo
DN: C=US, E=Daren.Sileo@ct.gov, CN="Daren Sileo"
Date: 2026.06.22 14:14:43-04'00'

cc: DOT HOC
DOT OSTA
DOT CONST D4
S. Moran – Aron Steeves – District IV File
R. Arborio – E. Adams – T. Marchi – D. Cables (E -Copy)
R. Ferris (E-Copy)

359 South Main Street
Thomaston CT, 06787
203-591-3600

SANTA PARADE ITINERARY

3-4:30pm	Entertainment Set-Up at Pavilion
4-4:30pm	Line up for parade at French & Depot
4:45pm	Begin parade up Main St to Watertown Gazebo
4:45pm	Music Playing at Pavilion
5pm	Parade arrives at the Watertown Gazebo (Face Painting, Balloon Animals, Refreshments)
5:05pm	Countdown to Light Tree
5:15pm	Prestige Dance Theatre (2 mins)
5:30-6:30pm	Santa Photos and Music Playing