



STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative Secretary

Wilton Parks and Recreation Commission

February 8, 2016

Present: Chairman: Mark Ketley; Commissioners: Joe Burke, Sarah Gioffre, Jennifer Kendra, Kevin O'Brien, Parks and Recreation director Steve Pierce. The meeting was called to order at 7:30 pm.

Approval of Minutes

Kevin O'Brien made a motion to approve the January 13, 2016 meeting minutes. Jennifer Kendra seconded the motion. Motion passed 5-0.

Recreation Report

2016 P&R Brochure was reviewed and approved with edits. Motion to approve the brochure was made by Commissioner O'Brien, Commissioner Burke seconded. Motion was passed 5-0.

P&R Manual was distributed prior to meeting. Commission will submit changes as needed to Steve. Any changes will be approved at a later meeting.

Discussion was had about use of the Comstock facility for non-program use such as reserving of meeting rooms and spaces by non-profit and for-profit entities. Steve will look into fees charged by other towns for use of facilities and Commission will review further to determine if changes to current policies should be considered.

Parks and Grounds Report

Stadium Turf Replacement:

Steve reported that the BOS meeting to review the department's 2017 request has been rescheduled to Tuesday February 16, 2016 at 7:30pm. A portion of this presentation will be the replacement of the stadium field. Background material has already been provided and Steve has reviewed with the First Selectman and new CFO.

Mark Ketley reported that a 10-foot safety netting from 10-yard line and around the end zone will now be part of replacement project. In addition, End zones will be blue with "Wilton Warriors". Additional budget savings will allow for these additional enhancements within the approved \$650,000 total budget to come up for approval in May.

Track Replacement.

Steve discussed the possibility of replacing the stadium track with the turf replacement, a \$75,000 cost and Mark & Steve have reported this to the First Selectman.

Merwin Meadows.

Merwin policy from last week was tweaked based on conversations with Town Council.

All fees will be collected here at Comstock during regular business hours Monday-Friday. Purchase of passes for that weekend or a book of passes will be available. Non-resident family season passes will be limited to 50. Plan was modeled around input from surrounding town's parks & rec administrators. Discussed adult staff person for monitoring with life guards.

Regarding a new landscape plan for Merwin, a landscape architect will work with town agencies and interested parties to develop a schematic for a capital plan. BOS approved a \$10,000 budget to develop the plan. Included will be upgrading of facilities, effective use of the space, functionality and provide a space for more enjoyment for town residents.

Group discussed the importance of coordination with other groups initiating Merwin projects including grant for rain garden and new playground initiative. Stressed the importance of coordination with all groups for this design process.

Commission is in agreement to move forward to get a master plan to guide a new Merwin meadows development plan. Consideration is to go out to bid for this initial schematic. Commission will be reviewing an RFP process. Steve to reconfirming \$10,000 allocation with BOS.



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Correspondence

Questions posed in an email from Sarah Gioffre dated 2/1/16 was read and discussed:

- Entrance to Merwin from Portofino will be part of future Merwin design planning.
- Bocce court that was once at Comstock will be relocated to Merwin.
- Interest in coordinating color of future town signage to be Wilton blue to better signify town properties and facilities.

Action/Discussion

Initial discussion about committee/liaison assignments

- Norwalk Valley Trail P&R Liaison - Jennifer Kendra
- Wilton Senior P&R Liaison - Sarah Gioffre

Public Comments

There were no public comments

Respectfully submitted,

Jennifer Kendra
Commissioner