



STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative Secretary

Wilton Parks and Recreation Commission
March 9, 2016

Present: Chairman: Mark Ketley; Commissioners: Joe Burke, Sarah Gioffre, Jennifer Kendra, Kevin O'Brien, Parks and Recreation director Steve Pierce, and Gino Legaz. The meeting was called to order at 7:31 pm.

Minutes

Kevin O'Brien made a motion to approve the February 8, 2016 meeting minutes. Joe Burke seconded the motion. Motion passed 3-0.

Parks and Grounds Report

Steve reported that the fields will be open on March 21, 2016.

Repairs to fences and backstops will be completed by end of this week.

The JV baseball field is currently being sodded.

Steve is in contact with the firm which will repair the tennis courts and has been told that we will be first in line for repairs. They will patch and paint as needed. The courts will need a day to dry before they can be used. The repair schedule is being coordinated with the high school.

Parks and Recreation Grounds has 1 high school intern; Parks and Recreation has 2 interns who will be shared with Social Services.

Recreation Report

Rec basketball is winding down for the season.

The Parks and Recreation Program Guide has been mailed.

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.

Comstock Update

Project is near completion with remaining work being seasonal/outside work. Open house for residents planned for May.

Parks and Recreation Manual

Discussion regarding revision of manual. Manual will continue to be revised and voted on at next meeting.

Jennifer Kendra asked about policy regarding dogs at stadium; Steve Pierce confirmed they are not allowed. Steve will contact Animal Control officer as well we reach out to athletic youth groups to remind them of the policy. Request also made to move the portable toilet away stadium entrance area; discussion and group agreed to move it over towards small grass island in parking lot. Steve Pierce will discuss with Chris McDougal, WHS Athletic Director.

There was discussion regarding cars parking on grass island along Kristine Lilly Way during and after school hours. Kevin O'Briend also raised concern that cars are parking on Servco property and using Servco parking/driveway at cut through to Route 7. Steve Pierce will contact Dr. Smith at Board of Education.



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Sinking Fund for Turf Fields

Mark Ketley explained that Board of Selectmen are considering creating a sinking fund to save funds now that will go towards the cost of future replacement of turf fields. Funding may come from field rental and lighting fees as well as other sources.

Ice Rink

Mark Ketley raised possibility of creating a seasonal outdoor ice skating rink in town. Commissioners agreed with exploring the idea. Mark Ketley will contact Westport PAL Longshore Skating Rink to see what their facility offers. Steve Pierce will also research possible contacts.

New PA system for the stadium

Brian Colburn addressed the commission. He is in charge of an initiative by Wilton Football Boosters and Wilton Lacrosse Association to provide a gift to install a new PA system in the stadium.

He is working with interested parties to gather specifications and determine what equipment is needed. The goal is to have this ready for the start of the spring lacrosse season.

Jennifer Kendra made a motion to advance dialogue regarding this gift. Kevin O'Brien seconded. Motion Passed 5-0.

Field Usage

Steve Pierce reported two soccer groups have rented/paid for field usage in March.

Steve Pierce and Mark Ketley met with Anne Kelly-Lenz, CFO Town of Wilton to review billing procedure for lighting.

Parks and Grounds Grid

The grid identifies field and facility projects/repairs/issues to be worked on for the year.

Steve Pierce will be working on updating the grid. He will reach out to Wilton youth athletic associations to get their feedback and requested the commissioners to send him any issues that they may have.

Steve Pierce is in touch with Wilton Little League about possible field usage issues for spring 2017 due to construction at Miller/Driscoll.

Parks and Recreation Software System

Steve Pierce and staff are looking at two software packages to upgrade current P&R system. They will review and make a recommendation to Town Hall. He is hoping for August 2016 implementation.

Parks and Recreation Budget

Mark Ketley and Steve Pierce reviewed budget with Board of Selectman. Budget review process now moves to Board of Finance.

Merwin Meadows

Board of Selectman approved new admissions policy for Merwin Meadows by a vote of 4-1. Process now moves into budget review by Board of Finance.

Playground improvement project looking at grounds/wetland issues and waiting for final decision on new admissions policy.



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Regarding a new landscape plan for Merwin Meadows, Steve Pierce has created an RFP for a landscape architect to create an initial schematic plan. RFP being reviewed by Lynne Vanderslice and Chris Burney.

Public Comments

There were no public comments

Jennifer Kendra made a motion to adjourn the meeting. Joe Burke seconded. Motion approved 5-0. The Parks and Recreation meeting adjourned at 9:02 pm.

Respectfully submitted,

Sarah Gioffre
Commissioner

