

STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative
Secretary

Wilton Parks and Recreation Commission
September 13, 2016

Present: Commissioners Pam Brown, Joe Burke, Peter Connolly, Jennifer Kendra, Parks and Recreation Director, Steve Pierce, and First Selectmen representative to P&R Commission, Dave Clune. Sarah Gioffre was absent (excused absence).

Call to Order

Commissioner Joe Burke called the meeting to order at 7:30 pm. Commissioner Gioffre unable to attend the meeting. Commissioner Burke to chair meeting.

Executive Session

Commissioner Connolly made a motion to go into Executive Session to conduct interviews for field usage and field location subcommittees. Seconded by Commissioner Kendra. Motion passed 4-0-0.

Out of Executive Session at 8:32 pm.

Minutes

Commissioner Burke welcomed new Commissioners Pam Brown and Peter Connolly.

Tabled approval of July 13, 2016 minutes to October meeting for quorum.

Staff/Sub Committee Reports

Parks & Grounds Report

Parks & Grounds:

- Two new dial-a-ride buses ready to register. Two employees plus 1 with funding from a State grant.
- Pricing equipment, getting estimate, under budget.

Recreation:

- 4th of July: Steve Pierce to provide final report at October meeting.



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- Software Update - Reviewing new software system options with Town CFO and IT Director. Install would be in 3-6 months. Steve met with one company being considered.

Correspondence

- A number of residents have raised concerns about conditions of tennis courts and possibility of repair or resurfacing. Item being discussed under New Business.
- A resident raised question regarding the Community Gardens at Allen's Meadows and the lack of availability of plots. Commission will review policy and report at future meeting.
- Facebook discussion regarding use of fitness center at Comstock. Steve confirmed it is only used for P&R classes and cannot be open to residents without supervisor onsite for insurance reasons.
- Resident inquired about work and program opportunities for adults with disabilities. Steve Pierce researching and will report back at October meeting.
- Residents raised questions regarding lighting and signage at WHS tennis courts. Can lighting shut off be extended to 11 pm (vs. 10 pm)? Commission to review at October meeting. Can signs reminding players to shut off lights (when finished playing) be added? Steve Pierce to add signs at light turn on/off switches. Should we consider coin-operated lights to reduce expense to town? Steve Pierce to research units/cost as well as consult other Parks and Recreation departments to see how they handle. Commission to discuss at October meeting.
- Question raised about storage of equipment in back parking lot of Merwin Meadows. Playground equipment to be removed. Looking at maintenance equipment and storage options.
- Brian Colburn of Wilton Youth Football has requested permission to install removable goal posts for Guy Whitten field, lined and sleeved for safety, this would be a gift to town. Steve Pierce to get more information and follow up with Commission.

Action/Discussion

New Business

- Consideration of slate for field usage/field needs and field location sub committees:

Field Usage/Field Needs: Joe Burke, Chair, Steve Pierce, Director P&R, Kevin Ring, and Chris Skillin.



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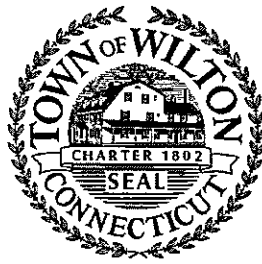
Field Location: Jenn Kendra, Chair, Steve Pierce, Director P&R, Mark Ketley, JR Sherman.

Commissioner Burke called for a vote to approve the slate of candidates to be put forward to the Board of Selectman for consideration. Commissioner Kendra made a motion to approve slate. Commissioner Connelly seconded. Motion passed 4-0-0.

- Parks and Recreation Liaisons/Projects – tabled to October meeting
- Review new Stadium/Track & Lilly turf rules and signage. Approved with minor changes: no food/beverage other than water inside track & field area, edit to second to last paragraph typo. Commissioner Connolly made a motion to approve rules and signage for usage of turf fields and track for Tom Fujitani turf field and track and Kristine Lilly turf field. Seconded by Commissioner Kendra. Motion passed 4-0-0.
- Repair and resurfacing of Wilton High School (WHS) and Middlebrook tennis courts. A number of residents have raised concerns regarding condition and safety of tennis courts at Wilton High School. Steve Pierce is investigating patch repair options that can be done now. Repairs to surface and cracks are weather sensitive and will need to be this fall or in early spring. Steve will update on progress at October meeting.
- Re-lining of WHS track. Track will be re-lined. Work is sensitive to humidity and temperature; will be done either this fall or early spring when conditions are right. Track replacement is scheduled in two years.
- Removal of lights (on lower field, facing woods) at Middlebrook. Cost estimate being obtained. Plan to have completed this fall.

Old Business

- Field Usage Report -- 1 private group for lacrosse, 1 month at Landmark site.
- Parks & Grounds Grid. Circulated to members. Ambler & Allen's – Doug working on the leveling parking areas where deep ruts exist.
- Stadium turf install project update -- Project Complete.
- Meeting with First Selectman, WHS Athletic Director and School Superintendent. Completed and addressed better coordination and schedule change alerts



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- Meetings with youth sports organizations – Completed with Wilton Youth Field Hockey, Wilton Soccer Association, and talking regularly with Wilton Youth Football. Reviewed field usage, lighting needs, storage needs and new turf rules.
 - Discuss Comstock facility rental rates -- tabled to October meeting.
 - P&R reviewing Merwin Information and Rules document and determine if any updates are needed. Steve Pierce to report back to the Commission in October.
 - Report on July 4th festivities -- tabled to October meeting.
 - Report on Merwin Meadow concert and plans for 2017. Will have 1 concert per month for June -August 2017.
 - Survey of Merwin Meadows pass holders -- tabled to October meeting.
 - Planning and Zoning Temporary Lighting proposal. Approved by Planning and Zoning on July 25, 2016. Steve Pierce working with Planning & Zoning on permits for lighting this fall.
 - Merwin RFP – on hold pending plans for Schenk’s Island.
 - Wilton Sports Council - P&Z amenable to some type of signage in the stadium. Somewhat uniform and visible inside the stadium but not outside of the stadium. Waiting for letter from Planning and Zoning.

Public Comment

- None

Commissioner Kendra made a motion to adjourn the meeting. Commissioner Burke seconded the motion. Motion passed 4-0-0. The Parks & Recreation meeting adjourned at 9:10 pm.

Respectfully submitted,

Jennifer Kendra
Commissioner