

STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative
Secretary

Wilton Parks and Recreation Commission
November 9, 2016

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

Call to Order

Sarah Gioffre called the meeting to order at 7:34 pm.

Minutes

Jenn Kendra made a motion to approve October 12, 2016 meeting minutes. Seconded by Joe Burke. Motion passed 4-0-0.

Staff/Sub Committee Reports

Parks & Grounds Report

Parks & Grounds:

- Finalizing purchase of new truck.
- Sodded fields & Comstock; working with Wilton Garden Club to add plantings around Comstock.
- Getting budget details together for 2017.

Recreation Report:

- Rec Basketball is underway; draft scheduled for November 15th; enrollment for 3rd & 4th grade program is down; looking at increasing communications (facebook) to increase enrollment.
- Setting up a demonstration of MaxSolutions software, recreation and facilities management system finalist, at next Parks and Recreation Commission meeting on December 14th. Will invite field usage and field location sub committee members to the demonstration.

Field Usage and Field Location Sub Committees:

- Goal for both committees is combined recommendation to Board of Selectmen in 6 months.



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- Field Usage: Met 10/26/16; defined mission; work plan, and next step is for Peter Connolly to meet with Steve Pierce and Chris McDougal to collect usage data. Field usage sub committee meetings held on last Wednesday of month at 7:30 pm at Comstock Community Center.
 - Field Location: Met 11/3/16; defined mission, Joe Burke compiling list of current fields, Mark Ketley and Steve Pierce to meet with town planner to look at town properties. Field location sub committee meetings held on first Thursday of month at 7:00 pm at Comstock Community Center.

Tennis Court Resurfacing Project:

- Patches on Route 7 tennis courts have been repaired; touch up/filling of cracks will be done in spring; goal to prepare/improve courts for Wilton High School spring season and spring recreational tennis.
- Steve Pierce, Mark Ketley, Sarah Gioffre, and Chris McDougal researching possible resurfacing of Route 7 and Middlebrook Tennis Courts (in summer 2017) for consideration in upcoming budget. Meeting with vendors, researching USTA grants for project.

Community Garden program/policies: No report; report will be made at December meeting.

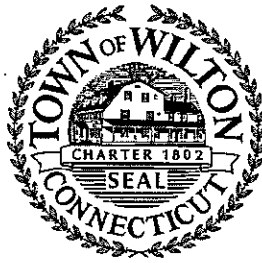
Development of field and facility usage rules and documents: No report; report will be made at December meeting.

Correspondence

None

Action/Discussion

None



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New Business

- Sarah Gioffre informed Commission that election of Chairperson and Secretary will take place in December. She asked Commissioners to let her know if they are interested in being considered for positions.

Old Business

- Field Usage. Everton and Beachside are booking Lilly for winter months.
- Parks and Grounds Grid. Reviewed grid. New no parking signs have been posted by the Wilton Police Department along west side median of Kristine Lilly way. Parks and Grounds crew will reseed median in fall or spring weather permitting.
- Review 2017 schedule of Parks and Recreation Commission meetings. Peter Connolly made motion to approve schedule. Seconded by Jenn Kendra. Motion passed 4-0-0.
- Update on Schenck's Island/Merwin Meadows Committee. Board of Selectmen approved the charge to form a committee to look at Schenck's Island and Merwin Meadows. Parks and Recreation Commission must nominate 2 individuals to the committee. Sarah Gioffre asked for Commissioners to recommend candidates at next meeting.
- Repair of WHS/Route 7 and MB Tennis Courts. Complete (see above).
- Re-lining of WHS track. Track replacement in 2017 will be considered in the upcoming budget. If track replacement does not occur in 2017, it will be re-lined and repaired in spring 2017.
- Removal of lights (on lower field, facing woods) at Middlebrook. Cost estimate being obtained. Plan to have completed this fall.
- P&R reviewing Merwin Information and Rules document. Edits made to document include changing "Children under 18 years of age are not permitted in park without supervision..." (change to 16 years of age), putting swimming rules in separate section of document, and correcting typos. New sign reflecting changes will be posted in summer of 2017. Peter Connolly made motion to approve document with changes, seconded by Pam Brown. Motion passed 4-0-0.



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- Bleacher review/assessment. New bleachers are needed at Allen's baseball (2), WHS Tennis Courts (3) and Middlebrook Tennis Courts (2). Steve Pierce and Sarah Gioffre to discuss with WBSA and Tennis boosters to see if they could make a contribution towards purchase.
 - Review new Stadium/Track & Lilly turf rules and signage. New signs regarding field usage/permit and no running on stadium bleachers have been ordered.
 - Installation of goal posts at Guy Whitten. Waiting for arrival of goal posts. Will be installed in August 2017.
 - Merwin Meadows. Discussion of Merwin Meadows and new admission policy. Agreement to assess change in policy last year including budget impact and make recommendation for policy for 2017. Steve Pierce will report back to Commission in December.
 - Wilton Sports Council. No update.

Public Comment

- None

Peter Connolly made a motion to adjourn the meeting. Seconded by Pam Brown. Motion passed 4-0-0. The Parks & Recreation meeting adjourned at 8:47 pm.

Respectfully submitted,

Jenn Kendra
Commissioner