



STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative
Secretary

Wilton Parks & Recreation Commission
January 11, 2017
Comstock Community Center
7:30 PM

Present: Commissioners Pam Brown, Peter Connolly, Sarah Gioffre (Chair), Jennifer Kendra, Parks and Recreation Director, Steve Pierce.

Absent: Joe Burke, Dave Clune.

- I. Call to order: 7:36 pm
- II. Approval of Minutes of December 14, 2016 meeting. Commissioner Connolly made the motion, seconded by Commissioner Kendra. Motion passed 3-0-0.
- III. Staff/Sub-Committee Reports
 - Parks & Grounds Report – working on removing Holiday decorations, snow removal, and Comstock maintenance.
 - Recreation Report – Rec basketball going well, working on budget, and developing spring/summer programs (to be reviewed at February meeting).
 - Field Usage and Field Location Sub Committees Report
 - Sub committees did not meet in December.
 - Field usage questionnaires coming in; missing Youth Field Hockey and Wilton Baseball; Jennifer Kendra and Steve Pierce to follow up with those organizations.
 - Field Location: Field inventory completed by Steve Pierce and Sarah Gioffre; Steve Pierce and Mark Ketley working on list of town properties from Town Hall.
 - Next meetings are scheduled as follows:
 - Field Usage, January 25th at 7:30 pm at Comstock
 - Field Location, February 2nd at 7:00 pm at Comstock



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- Tennis Court Resurfacing Project – Talking to three vendors and meetings being arranged with Steve Pierce, Mark Ketley, Sarah Gioffre, and Chris McDougal. We will review the recommendations at next P&R meeting.
 - Community Garden program/policies: Reviewed process for plot assignment. A number of plots expected to open this spring. Any double plots that become available will be reduced to single plots. No double plots will be available for new users. There is still expected to be a wait list this spring so Pam Brown is exploring other possible locations for community gardens in town.
 - Development of Field and Facility Usage Rules and Documents: Reviewed documents. Sarah Gioffre made a motion to approve documents subject to review by Town Counsel. Peter Connolly seconded. Motion passed 4-0-0.

IV. Correspondence - None

V. Action/Discussion

VI. New Business

- Rental fees at Comstock and Fields:
 - Steve Pierce is going to survey local towns (FCIAC) to see what they charge for fields and community center usage.
 - Steve Pierce will assess survey results, will review current fees for Wilton fields and for Comstock and will come back to Commission with recommendations.
- Sound system policy: There are PA systems at Memorial Stadium, Lilly and Varsity Baseball field. System at Stadium is managed by Parks and Recreation while systems at Lilly and Varsity baseball are managed by Wilton High School. A usage policy is being considered; Steve Pierce and Sarah Gioffre will meet with Chris McDougal to discuss.
- Trash/recycling: By January 2018, state mandate for recycling bins next to each garbage bin and all trash must be sorted to make sure recycling is "clean". Reviewing options to address this new requirement. Options: Carry-in, carry-out; hire recycling contractor; other options to be discussed.



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VII. Old Business

- Field Usage Report – no new report
- Parks & Grounds Grid – no new report
- Election of Vice Chairperson: Motion to nominate Peter Connolly to serve as Vice Chairman by Sarah Gioffre, seconded by Pam Brown. Motion passed 4-0-0.
- Merwin Meadows admission policy and survey. Survey being finalized and will be posted on Parks and Recreation website and facebook page next week.
- Update on new bleachers for Allen's baseball and tennis courts. Tennis and Baseball boosters talking with their organizations about possible gift of bleachers to Town.
- Update on Schenck's Island Merwin Meadows Committee: Nominations of representatives have been put forward to the BOS to review.
- 2017 Concert/Movie Nights – Planning a concert/movie night series for this summer. Plan is to hold at Schenck's Island. Sarah Gioffre to set up a meeting with Mike Conklin, Steve Pierce, and a representative of Economic Development Commission to discuss.
- Wilton Sports Council update – no update

VIII. Public Comment - None

IX. Adjourn:

Jennifer Kendra made a motion to adjourn, seconded by Peter Connolly. Motion passed 4-0-0. Meeting adjourned at 8:46pm.

Respectfully submitted,

Jennifer Kendra
Commisloner

