

STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative
Secretary

MINUTES
Wilton Parks & Recreation Commission
March 8, 2017
Comstock Community Center
7:30 PM

Present: Chairman Sarah Gioffre, Commissioners Joe Burke, Jennifer Kendra, Peter Connolly; Parks and Recreation Director, Steve Pierce, Member of Press, First Selectman Lynne Vanderslice and First Selectmen representative to P&R Commission, Dave Clune.

Absent: Commissioner Pam Brown (unexcused absence)

I. Call to order: 7:35pm

II. Approval of Minutes of January 11, 2017 meeting

Motion to approve by Commissioner Kendra, seconded by Commissioner Connolly.
Passed 3-0-1.

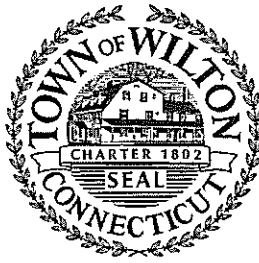
III. Budget Discussion with First Selectman Lynne Vanderslice

P&R programming budget is not self-sustaining as did not include key staff salary (director of programming position). Fees for programs going forward will be adjusted to cover staff costs.

We will also start thinking about future role of P&R alongside other groups like Wilton Continuing Education, Senior Services, and Wilton Library.

IV. Parks and Recreation Software Demonstration

- Demonstration of E-Track-plus; Brookfield and Bethel using the system; 52 clients in 19 states.
- Two systems reviewed, E-Track and Max Solutions, are comparable – strong end-user experience.



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- Parks and Recreation Department and Commission to relook at quotes and decide on vendor to be submitted to Town Hall.

**** Agenda Amendment:** Motioned to move Ambler Farm field usage and parking issues item up on the agenda by Chairman Gioffre, seconded by Commissioner Connolly. Passed 4-0-0. ******

Ambler Farm fields usage and parking issues

- Robin Clune, Executive Director of Ambler Farm and Kevin Meehan presented concerns regarding traffic flow through farm, parking congestion at Ambler Soccer field and concerns for pedestrian safety.
- Requested consideration of name change to the field
- Discussed efforts the Wilton Soccer Association and Parks and Recreation has made to reduce volume at the field. Will be staggering games 1 ½ hours apart in this spring.
- Motion to approve name change of Ambler Field to Hurlbutt Field and to create a address for the field for GPS purposes for consideration by BOS made by Commissioner Burke, seconded by Commissioner Connolly. Passed 4-0-0.
- Kevin Meehan will monitor parking issues with these changes in place and report back to the Commission after the Spring soccer season.

V. Staff/Sub-Committee Reports

- Parks & Grounds Report - Winter cleanup underway along with equipment preparation. Installed batting cage at Comstock. Installed windscreens at tennis courts. Prepping Schencks Island for summer concert series. Will be working with DPW to improve back parking area at Allens Meadows. Tennis court repairs will be done when weather permits.
- Recreation Report – Parks and Recreation Spring/Summer 2017 program brochure is complete. Wrapping up recreational basketball. Looking into



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4th of July celebration, possible changes to entertainment, and looking for sponsor for the event.

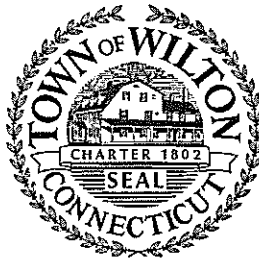
- Commissioner Gioffre made a motion to approve Parks and Recreation Spring/Summer 2017 program brochure. Seconded by Commissioner Burke. Passed 4-0-0.
- Field Usage and Field Location Sub Committees Report
 - Field Usage Sub Committee : Next scheduled meeting on March 29th.
 - Field Location Sub Committee: Field inventory and town properties inventory complete; hoping to meet prior to March 29th to prep for joint group discussion.
- Tennis Court. Two new bleachers have been donated by Wilton High School (WHS) Tennis Boosters for Route 7 tennis courts. Being assembled over the next week and placed at courts. Resurfacing project is in motion with vendor meetings and plan for RPP to be posted in April.
- Community Garden program/policies. Getting in touch with current plot holders and will assign any available plots in late March.

VI. Correspondence

VII. Action/Discussion

VIII. New Business

- Motion by Commissioner Gioffre to accept the gift of two bleachers intended for WHS/Route 7 tennis courts from WHS Tennis Boosters for consideration by the BOS. Seconded by Commissioner Connolly. Passed 4-0-0.
- Field usage sub committee. Discussion to add Commissioner Connolly as an official committee member. Motion made by Commissioner Kendra, Seconded by Commissioner Burke. Passed 3-0-1.
- Field usage fees proposal for field rental to non-Wilton, for profit groups. Motion to increase the rental fee for all turf and grass fields for non Wilton,



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for profit groups by 10% to \$275 per day for consideration by BOS.
Seconded by Commissioner Connolly. Passed 4-0-0.

- Presented Merwin Meadows survey results.
- Merwin Meadows park pass/fee policy:
 - Presented proposal for Merwin Meadows pass policy/fees for summer 2017. Residents: \$60 Family Seasonal/\$30 Individual Seasonal/\$5 Daily Adult / \$2 Daily Youth Daily/ Seniors Free and Non-Residents: \$150 Seasonal Family/\$75 Seasonal Individual/\$15 Daily Adult & Seniors/\$7.50 Youth.
 - Motion to pass 2017 Merwin pass policy/fees as presented by Commissioner Kendra, seconded by Commissioner Connolly to be put forward to BOS for consideration. Passed 4-0-0.

IX. Old Business

- Field Usage Report – no update.
- Parks & Grounds Grid – no update.
- Rental fees (Comstock) – table to future meeting
- Sound system policy – table to future meeting
- Parks and Recreation Manual - table to future meeting
- Trash/recycling – no update.
- Update on Schenck's Island Merwin Meadows Committee – group is developing a wish list of modifications to the area and reviewing/revising RFP for both Schencks and Merwin Meadows renovation/redesign.
- Update on 2017 Concert/Movie Nights. Planning 4 concerts - 2 at Schencks and 2 at Merwin this summer. Looking for sponsors/funding to subsidize.
- Wilton Sports Council update – no update.

X. Public Comment - none

XI. Adjourn

Chairman Gioffre announced her resignation from the Parks and Recreation Commission. Discussion of new chairperson to be addressed at next meeting.



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Motion to adjourn meeting made by Chairman Gioffre. Seconded by Commissioner Connolly. Motion passed 4-0-0. Meeting adjourned at 9:56pm