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BY: LK

STEVE PIERCE  
Director

SCOTT KIERAS  
Assistant Director

JIM LEWICKI  
Program Coordinator

BEVERLY HODGE  
Administrative  
Secretary

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AGENDA

**Wilton Parks & Recreation Commission**

**May 10, 2017**

Comstock Community Center

7:30 PM

Present: Commissioners Pam Brown, Peter Connolly, Jennifer Kendra, Joe Burke, Parks and Recreation Director, Steve Pierce, BOS Representative Dave Clune.

- I. Call to order: 7:40
- II. Approval of Minutes for April 19, 2017
  - Minutes approved with one adjustment: Joe Burke has served on the Parks & Rec Commission for 8 years. Commissioner Brown made the motion to approve the minutes with the one correction, seconded by Commissioner Kendra, Passed 4-0-0.
- III. Staff/Sub-Committee Reports
  - Parks & Grounds Report
    - Many field closings due to weather, all groups in compliance
    - Repairs to seating, plumbing and concessions
    - All seasonal help is hired, not yet started
    - Merwin Meadows on track for opening
  - Recreation Report
    - Program registrations on track
    - Merwin Meadows passes on sales now for residents and non-residents
    - Sponsoring four(4) concerts this summer, two(2) at Merwin, two(2) at Schenks.
      - Economic Development Committee and Chamber of Commerce were briefed to help publicize
      - Schenks: July 16, 23 Merwin: 30<sup>th</sup>, Aug 6<sup>th</sup>
  - Field Usage and Field Location Sub Committees Report
    - Commissioner Connelly and Director Pierce briefed the First Selectman on findings and overall recommendation on needs and potential locations for new fields
      - Recommendation is for two(2) additional turf fields



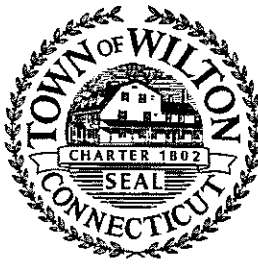
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- Four(4) locations are being vetted for consideration
    - Themes discussed:
      - New turf field will not be funded by the Town. Private funding will be sought to implement
      - Per child fees were discussed to be allocated to specific fund only for maintenance and replacement of new turf fields
      - Next steps in the process to include:
        - DPW meeting to vet potential sites, viability and process to prepare for use
        - Meeting with youth sports organizations to review recommendation and site list
    - Motion to approve Field Usage recommendation for two(2) new turf fields; Commissioner Connolly made a motion to approve, Commissioner Burke seconded. Passed 4-0-0
    - Motion to approve Field prioritization recommendation from Field Location Subcommittee made by Commissioned Kendra, seconded by Commissioner Burke. Passed 4-0-0
  - Tennis Court Resurfacing Project
    - Budget passed and RFP process beginning. New courts will be ready by Fall 2017.
  - Community Garden program/policies
    - All running smoothly as reported by Director Pierce
- IV. Correspondence
- None
- V. New Business
- Ambler Farm fields usage and parking issues
    - Site being looked at to see what other lot modifications can be made to accommodate volume and flow of traffic. Intent is to find additional parking to optimize use of both fields
    - Reaching out to WSA for input on site layout
  - Vote for Chairman of P&R Commission



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- Motion to nominate Commissioner Connolly to the Chair position by Commissioner Kendra, seconded by Commissioner Burke. Passes 3-0-1, with Commissioner Connolly abstaining

**VI. Old Business**

- Parks & Grounds Grid
  - No new items added
- Rental fees (Comstock)
  - To be reviewed at future meeting
- Trash/recycling
  - Still being reviewed
- Parks and Recreation Manual
  - Has been edited and will be sent out to Commission for review by next meeting
- Update on Schenck's Island Merwin Meadows Committee
  - Will be discussed when new Commissioner starts
- Update on 2017 Concert/Movie Nights
  - Will not be movie nights this season
- Wilton Sports Council update
  - No new report

**VII. Public Comment**

- None

**VIII. Adjourn**

Motion to adjourn by Commissioner Kendra, Seconded by Chairman Connolly.  
Passed 4-0-0. Meeting was adjourned at 8:30pm

Respectfully submitted,

Jennifer Kendra  
Commissioner

