

STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative
Secretary

Wilton Parks and Recreation Commission
October 12, 2016

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

Call to Order

Sarah Gioffre called the meeting to order at 7:30 pm.

Sarah Gioffre made a motion to add First Selectman Lynne Vanderslice to agenda to discuss Schenck's Island Committee proposal. Seconded by Jenn Kendra. Motion passed 5-0-0.

Lynne Vanderslice reviewed Schenck's Island Committee proposal and discussed adding Merwin Meadows into the scope of the project. She discussed how the committee would be formed and committee responsibilities.

Sarah Gioffre made a motion to approve Schenck's Island Committee proposal with changes to incorporate Merwin Meadows into the study (Sarah Gioffre and Steve Pierce appointed to make changes) and to forward revised proposal to the Board of Selectmen for their consideration.

Minutes

Joe Burke made a motion to approve July 13, 2016 minutes. Seconded by Jenn Kendra. Motion passed 3-0-0

Joe Burke made a motion to approve September 13, 2016 minutes. Seconded by Jenn Kendra. Motion passed 5-0-0.

Staff/Sub Committee Reports

Parks & Grounds Report

Parks & Grounds:

- Wilton Soccer Association hosted a soccer tournament at Wilton fields.
- Temporary lights have arrived and have been placed on requested fields.



STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative
Secretary

-
- Tom Thurkettle, Wilton Department of Public Works putting a cost estimate together to add drainage and material to back parking lot at Allen's Meadows in order to improve parking area surface. This will be considered for upcoming budget cycle.
 - There was an incident with loud music being played over PA system at Varsity baseball field. System has been shut off for season. Commission will be reviewing PA systems at all facilities including identifying all PA systems, developing a usage policy, and adding new policy to Parks and Recreation manual.

Recreation:

- Steve Pierce provided final report on 4th of July reviewing revenues, expenses and short fall to be covered by general fund budget as in years past.
- Software Update. Steve Pierce said they are ready to make final vendor selection for system/website and working with First Selectman's office to move this forward.
- Recreational basketball program is starting up with player evaluations starting in late October.
- Opening Comstock gymnasium for pickle ball and adding a monitor to exercise/weight room to allow residents to use the facility.

Field Usage and Field Location Sub Committees:

- Committees are scheduling first meetings for October/November timeframe. The Board of Education will be putting forward a resident to serve as advisor to the sub committees.

Correspondence

Action/Discussion

New Business

- Community Garden program is a very popular, well used program in town. There is a long waiting list for plots and residents have been inquiring about feasibility of getting plots in near future. Lynne Vanderslice has asked the Parks and Recreation



STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative
Secretary

Commission to review garden program and policies. Pam Brown will work on this project.

- Review schedule of meetings for 2017. Tabled to next meeting.
- Trash/recycling. Steve Pierce explained that there will be a new law going into effect end of 2017 requiring the town to provide separate trash and recycling receptacles. Steve is working on overall plan and would like to start testing various ways to collect trash/recyclables in spring 2017.

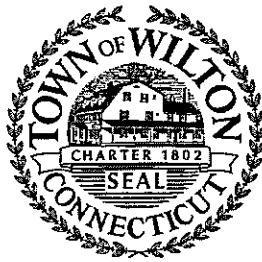
Old Business

- Field Usage. No report.
- Parks and Grounds Grid. Reviewed grid. Jenn Kendra asked that review of parallel parking along Kristine Lilly Way be added (grass median is in rough shape, difficult to mow/maintain). Steve to contact Chris Burney to discuss.
- Parks and Recreation Liaisons/Projects. Sarah Gioffre presented a list of short term and long term projects and asked Commissioners if they were willing to help. She asked that the Commissioners review list and let her know what projects they would be interested in working on.
- Review new Stadium/Track & Lilly turf rules and signage. Sarah Gioffre proposed adding another sign to Stadium and Lilly turf to address field permits and contact person in event of problem. Dave Clune recommended the following language:

"Group or team use of turf field by permit only. To obtain a permit, report a problem, defect, unsafe condition or spillage on the turf, please contact Wilton Parks and Recreation Department at (203) 834-6234 or parksandrec@wiltonct.org."

Jenn Kendra made a motion to approve wording for new signs. Seconded by Peter Connolly. Motion passed 5-0-0.

- 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 this fall. Steve Pierce, Sarah Gioffre, and Chris McDougal will work together to prepare cost estimate for resurfacing of courts for consideration in upcoming budget process.



STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative
Secretary

-
- Lighting at WHS Tennis Courts. Steve Pierce presented his findings on installing coin operated units for lighting. Units cost \$400 each and we would need to rework entire electrical system on courts to accommodate the meters. No other communities in the area use coin operated meters. Could research debit card system however it would likely be more costly. Discussion on whether residents and/or non-residents would be charged; if only non-residents were to be charged then some kind of monitoring system (pass card, monitor) would need to be developed. Annual cost of providing lighting currently is around \$7500.

Pete Connolly made a motion to continue current lighting policies at WHS Tennis Courts. Seconded by Joe Burke. Motion passed 5-0-0.

- 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. Steve Pierce will confirm with Town Hall that track replacement is not scheduled for another two years.
- Discussion about running on Stadium stairs and damage/wear & tear it causes requiring Parks and Recreation staff to repair. Commissioners agreed to add signs that say "No running". Steve Pierce to review with Chris McDougal, Athletic Director.
- Removal of lights (on lower field, facing woods) at Middlebrook. Cost estimate being obtained. Plan to have completed this fall.
- Discuss Comstock facility rental rates. This item has been added to Parks and Recreation project list.
- P&R reviewing Merwin Information and Rules document and determine if any updates are needed. Steve Pierce to report back to the Commission in November.
- Installation of goal posts at Guy Whitten. No update. Steve Pierce to check in with Football Boosters on progress.
- Survey of Merwin Meadows pass holders. Sarah Gioffre will complete a survey of pass holders.



STEVE PIERCE
Director

SCOTT KIERAS
Assistant Director

JIM LEWICKI
Program Coordinator

BEVERLY HODGE
Administrative
Secretary

-
- Bleacher review/assessment. New bleachers are needed at Allen's baseball (2), WHS Tennis Courts (3) and Middlebrook Tennis Courts (2). Cost per bleacher is \$1500 for total cost of \$10,500. This will be considered in upcoming budget. Steve Pierce to discuss with WBSA and Tennis boosters to see if they could make a contribution.
 - Wilton Sports Council. No update.

Public Comment

- None

Jenn Kendra made a motion to adjourn the meeting. Joe Burke seconded the motion. Motion passed 5-0-0. The Parks & Recreation meeting adjourned at 9:12 pm.

Respectfully submitted,

Sarah Gioffre
Commissioner

