

**MINUTES**  
**Wilton Parks & Recreation Commission**  
December 8, 2021 / 7:30 PM  
Virtual Meeting via Zoom

Attendees:

- A) Commissioners: Bilella, Guglielmo, Macken, Ring, Kendra
- B) Director of P&R: Pierce
- C) Ex Officio: None
- D) Public: JR Sherman, Chandra Ring, Jason Partenza, Scott Lawrence

I. Call to Order - Bilella called the meeting to order at 7:33 PM.

II. Approval of Minutes for November 10, 2021 - Guglielmo made a motion to approve the minutes, Kendra seconded. **Approved 5-0-0.**

III. Correspondence – discussion and/or action

- Pierce reported that there was none this month.

IV. Date for 2022 Regular Monthly P&R Commission Meetings – discussion and/or action

- Proposed: 1/12, 2/9, 3/9, 4/13, 5/11, 6/8, 7/13, 9/14, 10/12, 11/9, 12/14
- Bilella shared with the Commission the dates identified above. Bilella stated that P&R meetings for January through April would be held via Zoom, and meetings from May through December would be held in-person at Comstock Community Center, unless the government provided an extension for remote town commission/board meetings. Kendra made a motion to approve the proposed 2022 P&R Commission regular meeting dates, Guglielmo seconded. **Approved 5-0-0.**

V. Annual P&R Commission Elections (Chairperson and Secretary) – discussion and/or action

- Bilella discussed the annual election process. Bilella up for re-election, and Kendra seeking Secretary role for 2022. Macken made a motion to approve Bilella as Chairman and Kendra as Secretary for 2022, Ring seconded. **Approved 5-0-0.**

VI. Mitigation Plan Update – discussion and/or action.

- Pierce reported that additional survey work was done by Stantec and a final report expected by 1/15/22 for the mitigation plan. The report will cover the HS stadium complex, from Catalpa Road through Cider Mill, incorporating Comstock. Report scope does not include Lilly Field. Pierce also shared that the mitigation plan will also take into consideration the potential for additional structure(s) - the indoor field house at Comstock.

VII. Indoor Field House Project Concept Exploration Update – discussion and/or action.

- Pierce stated that Pierce, Bilella and the First Selectwoman had a meeting with Stantec last month to discuss initial draft data. A follow-up meeting with Stantec, First Selectwoman, Town's engineer, Pierce, and Bilella is slated for December 9, where Stantec will walk

through details of the study. Thereafter, a final report will be completed and provided to the Town.

VIII. Lightning Detection System Update – discussion and/or action.

- Pierce provided that the Town is awaiting a shipping date for the system from the vendor to the Town's installer, estimated at 12/30/21. Once the system is received by the Town's installer, a date will be scheduled for installation. Installation will be done prior to the start of 2022 spring sports. Pierce to get install timeframe from the Town's vendor.

IX. Improve Drainage & Address Irrigation Project – discussion and/or action.

- Bilella provided an update that Guglielmo will be working with Pierce and his department on behalf of the Commission on this project. Bilella indicated that the First Selectwoman is seeking information by mid-January; requests need to be made by January to seek and obtain funds. Pierce reported that once a preliminary meeting is held, professional services will be needed to review and design, including drainage and irrigation systems. Bilella suggested that the Town's engineer be engaged as well. Pierce stated that he will provide an update at the next meeting, including estimated budget and timelines.

X. Upcoming Fiscal Year Budget – discussion and/or action.

- Pierce reported that there is a quad board meeting tonight (December 8) to discuss the upcoming year's Town budget. Pierce advised that the budget system has been opened for input. Pierce stated that if Commissioners have any items that they think should be added to the budget to send those requests to him, and P&R will review and consider such proposals. Bilella asked Pierce if all field expenses could be included in the P&R budget versus some expenses being covered by BOE's budget. Bilella suggested that such funds be transferred from BOE's budget to P&R's budget to provide greater operational and reporting efficiencies, as well as better full-expense transparency, as P&R's remit is to maintain and manage fields. Pierce shared that he is having these exact discussions currently and expects to receive further budget guidance this week.

XI. Staff Reports – discussion and/or action

Pierce reported:

- Parks & Grounds Report:
  - A grounds employee has left the department and P&R has a posted job opening. The First Selectwoman approved an additional grounds maintenance FTE headcount, such that when filled, along with the other FTE replacement, staffing headcount will be six.
  - Pierce reported that fall cleanup continues, preparing for winter and future snow removal.
  - Sodding in progress - varsity and JV baseball fields, as well as Middlebrook fields.
  - This year's P&R budget will include a replacement of a pickup truck.
- Recreation Report:
  - Approximately 60 seniors attended the senior holiday luncheon at Comstock this month. Ambler Farms donated a holiday tree for the luncheon, which was subsequently donated to a family of need in Town.

- December 10 is the Town's hayride with Santa along with a laser light show. There is no cost to participate in the event. Anticipating over 800 attendees.
- Pierce reported that basketball enrollment is down but seeing upticks in other rec program enrollment and after-school programs.
- Pierce was contacted by a group of residence that have interest in developing a skate park in Town. Pierce will continue to update the Commission as appropriate.
- New esports program launched this month, which was vetted by Town Counsel.

XII. Member Comment - None.

XIII. Public Comment - None.

XIV. Adjourn - Bilella made a motion to adjourn, Kendra seconded. **Approved 5-0-0.** Meeting adjourned at 8:11 PM.