

**MINUTES**  
**Wilton Parks & Recreation Commission**  
**January 12, 2022 / 7:30 PM**  
**Virtual Meeting via Zoom**

**Attendees:**

- A) Commissioners: Bilella, Ring, Macken, Kendra
- B) Director of P&R: Pierce
- C) Ex Officio: None
- D) Public: Nick Gemelli

**Absent:**

- A) Commissioners: Guglielmo

- I. Call to Order – Bilella called the meeting to order at 7:33 pm.
- II. Approval of Minutes for December 8, 2021 – Ring made a motion to approve the minutes, Kendra seconded. **Approved 4-0-0.**
- III. Correspondence – discussion and/or action
  - Pierce reported that there was none this month.
- IV. Fiscal Year Budget – discussion and/or action
  - Draft 2022-2023 fiscal year operating budget worksheet was presented by Pierce and discussed. Self-sustaining and capital worksheets are still being worked on and will be sent to Commissioners once ready for review. Pierce highlighted that Parks & Grounds salary expense would increase materially for the one additional headcount that will be hired in the coming month, and the \$20K increase in consulting services expense was for tree work and \$18K of field line painting that was accounted for and paid for by the BOE in past years and is more appropriately all within P&R's budget this coming year and go-forward.
- V. Indoor Field House Project Concept Exploration Update – discussion and/or action
  - Stantec to deliver next report on January 21, 2022. Once report received, a meeting will be held with the appropriate Town representatives and Stantec to walk through all numbers and findings when time allows. Considering the time of year (budget) and other critical priorities of Town leadership, this meeting could be delayed a few weeks.
- VI. Mitigation Plan Update – discussion and/or action
  - Preliminary draft report due from Stantec January 14, 2022.
- VII. Lightening Detection System Update – discussion and/or action
  - The physical system has been delivered to Pierce, and commencement of the installation is slated to start January 14, 2022. Installation will take five business days, pending any weather delays. Pierce also reminded Commissioners that Monday, January 17, is a Federal holiday.
- VIII. Drainage & Irrigation Project – discussion and/or action

- Pierce reported that the project is in progress, and all fields managed by P&R are in scope. Estimated cost figures TBD. Three third-party firms to provide proposals. More updates will be provided at the February Commission meeting.

IX. Staff Reports – discussion and/or action

Pierce reported:

- Parks & Grounds Report:
  - Interviews start next week for the two open full-time Parks & Grounds positions. 20 applications received. Target is to complete interviews and hire in the next few weeks.
- Recreation Report
  - Staff has started to put together the Spring and Summer programs. All suggestions and feedback by Commissioners are welcomed.
  - Real-time online communication tools are being reviewed by Pierce - Easy Facility (New Canaan uses this tool) and Tandem (John Jay HS uses this tool). Bilella stated that the commitment to use the tool in real-time and on-going accountability by all stakeholders (i.e., AD, P&R, Youth Sports Boosters, etc.) is paramount for this to be a valuable tool. Bilella asked to be a part of stakeholder meetings when those commence.

X. Member Comment – None.

XI. Public Comment – None.

XII. Adjourn – Bilella made a motion to adjourn the meeting at 8:17 pm, Macken seconded.  
**Approved 4-0-0.**