MINUTES
Wilton Parks & Recreation Commission
November 10, 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: Dominic Raucio, Jason Partenza, Nicholas Prior, Nick Gemelli, Christopher Rosado, Mariana McLaughlin, Tom Viggiano, Jen Baumhold, Chandra Ring, Mandy Dugan, Rick Tomasetti

I. Call to Order - Bilella called the meeting to order at 7:32 PM.

II. Approval of Minutes for October 20, 2021 - Ring made a motion to approve Special Meeting minutes, Macken seconded. **Approved 4-0-1** (Kendra abstained.)

III. Correspondence – discussion and/or action
- Correspondence received from Wilton Youth Sports Coalition (discussed below in VII.)

IV. Mitigation Plan Update – discussion and/or action
- Pierce reported that Stantec’s report is expected on 12/3/21 and that a meeting is being scheduled with the Board of Selectmen to discuss the plan in early December.

V. Indoor Field House Project Concept Exploration Update – discussion and/or action
- Pierce shared that a meeting was held on 11/9/21 with First Selectwoman Vanderslice, representatives from Stantec, Pierce, and Bilella in attendance to get a progress update. Pierce reported that Stantec’s report is expected on 11/23/21 which will include an estimated cost range and scale options. Pierce further reported that once the Stantec report is received, a meeting will be set up with the Board of Selectmen.

VI. Youth Sports Associations Meeting Update – discussion and/or action
- Pierce advised that a meeting was held with Pierce, Chris McDougal (WHS AD), Bilella and the members of the newly formed Wilton Youth Sports Coalition to discuss field space, field scheduling, and enhancing communication with WHS Sports Program. The Coalition is made up of representatives from each of the Wilton youth sports programs – including Wilton Little League, Wilton Youth Football/Cheer, Wilton Youth Soccer, Wilton Youth Basketball, Wilton Youth Baseball, Wilton Youth Softball, Wilton Youth Field Hockey, and Wilton Youth Lacrosse. Pierce also reported that stemming from the meeting, additional discussions are being had regarding Tandem for Schools, which is an online calendaring application.

VII. P&R Project Priority Planning – discussion and/or action
- Bilella led a project priority planning discussion with the Commissioners around potential P&R projects, which will then be recommended by the Commission to the Board of Selectmen for review and its consideration in future planning. A summary document capturing the feedback received from P&R Dept., each Commissioner, and the Wilton Youth
Sports Coalition recommending key projects for the Commission’s consideration was discussed. Pierce reported that one of the projects listed, the lighting of the pathway between the Cider Mill parking lot to Memorial Stadium, was already in progress and would be funded from existing budget resources. After a productive discussion, the Commission identified, in order of priority, a list of seven potential projects to recommend to the Board of Selectmen for its consideration:

1) Mitigation Plan of Stadium Complex including Comstock
2) Improve Drainage and Address Irrigation Across All Fields with Potential Issues
3) New Turf Field(s) with Lights (but Not Be Limited Because of the Lighting Aspect)
4) Upgrades to Merwin Meadows Complex
5) Dome/Indoor Fieldhouse at Comstock
6) Enhancing/Upgrading Existing Fields
7) Dog Park

Kendra made a motion to approve the Commission’s above list of potential projects for further consideration by the Board of Selectmen, Guglielmo seconded the motion. Approved 5-0-0.

VIII. Staff Reports – discussion and/or action
Pierce reported:
- Parks & Grounds Report:
  o Working on preparing for winter - removing wind screens, fall clean up and trail repair work.
  o In the process of repairing footbridge at Merwin Meadows stemming from last storm.
  o Blowing leaves off tennis courts.
- Recreation Report:
  o Rec basketball enrollment is lower than normal.
  o Successful Halloween event at Comstock - over 300 bags of candy handed out.
  o Hayride with Santa is next event being planned for December.
  o Beginning to put together its budget for next fiscal year.
  o Middlebrook tennis courts resurfacing - temporary lines due to the weather. Painting of lines will be done this spring.

XI. Member Comment - None.

XII. Public Comment
- Nick Gemelli spoke on behalf of Wilton Youth Sports Coalition and read a written statement from the group. A copy was sent to Pierce and Bilella and includes an excel document listing of all enhancements and projects that the group would like P&R to take into consideration with its short- and long-term planning efforts.

XIII. Adjourn - Bilella made a motion to adjourn, Ring seconded. Approved 5-0-0. Meeting adjourned at 9:05 PM.
High Immediate Priority
- Middlebrook Softball Field
- Middlebrook Madaras
- Middlebrook Lower
- Allen's Meadows 4
- Hurkert Fields
- Landmark
- JV Softball
- Varsity Softball
- Lily North Field

Medium Future Priority
- Comstock
- Allans Baseball
- Allans 1
- Allans 2
- Allans 3
- Allen's Meadows 5
- Allen's Meadows 8
- Marwyn Meadows

General - All Fields

Field Lines: Every organization pays for some measure of field lines. Many of us contract with the same party. A town-based approach could be considered.

Restrooms: Town fields and facilities should afford all residents a restroom – each organization contracting independently is inefficient and not acceptable.

Trash & Sanitation: Carry in/out policy is incompatible with reality of the traffic we have on the fields. Trash service must be provided.

Storage: There is limited to no storage space at the fields for essential equipment.

Lights: Every organization could utilize more lighting, either temporary or permanent at certain times of year.

Sunday Morning Reservations
<table>
<thead>
<tr>
<th>Priority</th>
<th>Field</th>
<th>Issue</th>
<th>Request</th>
<th>Safety</th>
<th>Maintenance</th>
</tr>
</thead>
<tbody>
<tr>
<td>High Immediate</td>
<td>Allen's Meadows Field 6</td>
<td>Significant ruts, depressions that make the field unsafe play</td>
<td>Level and fill in the playing surface, repair depressions</td>
<td>x</td>
<td>x</td>
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<tr>
<td>Priority</td>
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<tr>
<td>High Immediate</td>
<td>Middlebrook softball fields</td>
<td>Poor and dangerous infield condition (rocks, Pebbles, weeds, straw,</td>
<td>Backfilled with clay on a regularly scheduled basis</td>
<td>x</td>
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<tr>
<td>Priority</td>
<td></td>
<td>broken glass), Safety issue and impacts quality of play.</td>
<td></td>
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<tr>
<td>High Immediate</td>
<td></td>
<td>Overhanging trees at MSF softball field, safety issue and impacts</td>
<td>Trim trees off the field</td>
<td>x</td>
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<tr>
<td>Priority</td>
<td></td>
<td>play.</td>
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<tr>
<td>High Immediate</td>
<td>Middlebrook Madoro</td>
<td>Dugout at MSB in need of upgrade and repair</td>
<td>Fresh paint, and repair of bench seat, broken bat handles and storage</td>
<td>x</td>
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<tr>
<td>Priority</td>
<td></td>
<td>Fences at MSB in need of repair</td>
<td>kits, survey neighboring towns (Hull, Park, Westport, New Canaan) to</td>
<td></td>
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<tr>
<td>High Immediate</td>
<td></td>
<td>Regular maintenance of infield and grass, lining</td>
<td>draw a comparison. All field lacks dugouts altogether and should have</td>
<td>x</td>
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<tr>
<td>Priority</td>
<td></td>
<td></td>
<td>them installed.</td>
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<tr>
<td>High Immediate</td>
<td>Middlebrook Lower</td>
<td>Very wet and soggy field, limited sunshine</td>
<td>Trim, top or remove trees along the middleback side of the field to</td>
<td>x</td>
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<tr>
<td>Priority</td>
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<td>increase daily hours of sunlight, dry out field more quickly and make</td>
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<tr>
<td>High Immediate</td>
<td>Hartlett Fields</td>
<td>Dugouts and depressions in portions of field</td>
<td>Level and fill in the playing surface, repair depressions</td>
<td>x</td>
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<td>Priority</td>
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<td></td>
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<tr>
<td>High Immediate</td>
<td></td>
<td>Overhanging trees create shade and less strong turf</td>
<td>Level and fill in the playing surface, repair depressions</td>
<td>x</td>
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<td>Priority</td>
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<td></td>
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<tr>
<td>High Immediate</td>
<td>Landsdown Fields</td>
<td>Problems from broken glass and injuries</td>
<td>Level and fill in the playing surface, repair depressions</td>
<td>x</td>
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<td>Priority</td>
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<td></td>
</tr>
<tr>
<td>High Immediate</td>
<td>Hartlett Fields (Tenance &amp; IV)</td>
<td>Problems from broken glass and injuries</td>
<td>Level and fill in the playing surface, repair depressions</td>
<td>x</td>
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<td>Priority</td>
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<tr>
<td>High Immediate</td>
<td>Lily North Fields</td>
<td>Grass too long, cut irregularly</td>
<td>Grass on North side lowered regularly and/or the setting coordinated</td>
<td>x</td>
<td></td>
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<tr>
<td>Priority</td>
<td></td>
<td></td>
<td>with the weather schedule</td>
<td></td>
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<tr>
<td>Medium Future</td>
<td>Allen's Meadows Field 8 and 6</td>
<td>Safety issue and impacts quality of play.</td>
<td>Too often keeping the field playable requires significant volunteer</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Priority</td>
<td></td>
<td></td>
<td>labor</td>
<td></td>
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</tr>
<tr>
<td>Medium Future</td>
<td>Allen's Meadows Field Baseball, 1, 2 and 3</td>
<td>Inconsistent surface depending on weather and condition</td>
<td>Level and fill in the field with new sod to eliminate depressions</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Priority</td>
<td></td>
<td></td>
<td>areas that accumulate standing water</td>
<td></td>
<td></td>
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<tr>
<td>Medium Future</td>
<td>Hartlett Fields (Bloomberg,</td>
<td>Poor and dangerous infield condition (rocks, Pebbles, weeds, straw,</td>
<td>Level and fill in the field with new sod to eliminate depressions</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Priority</td>
<td>Menino Meadows</td>
<td>broken glass), Safety issue and impacts quality of play.</td>
<td>areas that accumulate standing water</td>
<td></td>
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</tr>
<tr>
<td>Priority</td>
<td></td>
<td>Regular maintenance of infield and grass, lining</td>
<td>Too often keeping the field playable requires significant volunteer</td>
<td>x</td>
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<tr>
<td>Priority</td>
<td></td>
<td></td>
<td>labor</td>
<td></td>
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<tr>
<td>Priority</td>
<td></td>
<td>Unstable field due to uneven surface, depressions and inadequate</td>
<td>Level and fill in the field with new sod to eliminate depressions</td>
<td>x</td>
<td></td>
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<tr>
<td>Priority</td>
<td></td>
<td>drainage</td>
<td>areas that accumulate standing water</td>
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<tr>
<td>Priority</td>
<td></td>
<td>Heavy weeds and poor playing surface</td>
<td>Native annual fertilizer and weed control program (Sainfoin has</td>
<td>x</td>
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<tr>
<td>Priority</td>
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<td>historically been a major problem which is unsafe to play on)</td>
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<tr>
<td>Field</td>
<td>Issue</td>
<td>Frequent</td>
<td>Safety</td>
<td>Infrastructure - current</td>
<td>Infrastructure - new</td>
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</tr>
<tr>
<td>1</td>
<td>Stadium - Tom I. Field</td>
<td>Flooding, field out of service</td>
<td>Stadium infrastructure improvement in drainage, etc. to prevent closures</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>2</td>
<td>Lilly</td>
<td>Flooding, field out of service</td>
<td>Lilly infrastructure improvement in drainage, etc. to prevent closures</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>3</td>
<td>Guy Whiteman A</td>
<td>No lighting basis utilization</td>
<td>Add lights, nearly the entire rest of complex is lit</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>4</td>
<td>Softball Fields - Middlebrook</td>
<td>No lighting limits utilization</td>
<td>Add lights</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td></td>
<td></td>
<td>One sport utilization</td>
<td>Replace existing fence with temporary fence (e.g. budgefield) to extend utilization of grass to other sports</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>5</td>
<td>Allen's Meadows Fields 4</td>
<td>Not enough playable area for full-size fields, most valuable would be for expansion of Allen's 4</td>
<td>Level the field and expand playable area towards the gardens where there is old gravel/harrip surface that is wasted space</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>6</td>
<td>Hire more staff</td>
<td>Field maintenance capacity</td>
<td>Hire more staff to update fields more routinely, to reduce the efforts of volunteers maintaining the fields</td>
<td>x</td>
<td>x</td>
</tr>
</tbody>
</table>

**Remainder of the list to be prioritized over the next few weeks**

- **Lilly North**
  - Blackboards replaced on goals in North Field
  - Upgrade surface North Field surface to turf

- **Comstock**
  - Wet field, limited usefulness and reliability
  - Evaluate additional drainage options to make it more reliable/useable more frequently
  - Upgrade surface North Field surface to turf

- **Middlebrook Meadows**
  - Wet field, limited usefulness and reliability
  - Evaluate additional drainage options
  - Add a fence at the School Rd end of field
  - Add Menloacres (5-10 feet) for spectators to sit back from the sideline closest to the parking lot

- **Northfield Fields**
  - Bells and kids in woods
  - Add fence along Hudlatt St side of field
  - Further work to outline "no parking" in the driveway and to inform people of another parking availability

- **Marvin Meadows**
  - Wet field, limited usefulness and reliability
  - Evaluate additional drainage options
  - Add a fence at the S 35 side of the field
  - Level the field

- **Landmark Fields**
  - Dry, hard, bumpy and often sparse grass surface
  - Level field, add proper sod and re-seed/upgrade grass
  - Consider irrigation

- **Allen's Meadows (all fields)**
  - Field requires some drainage analysis and work
  - Consider a pavilion and permanent storage structure at Allen's Meadows for use of youth sports for concession, gatherings, lightning protection when storms hit during practices or games; on storage room, all youth sports lack a place to store essential equipment

- **Softball Fields (Varsity, JV, Middlebrook, Linn, Comstock)**
  - Low quality infield
  - Drainage
  - Lack of irrigation makes field unsafe and less playable
  - Insufficient infrastructure around field
  - Backstops old and damaged
  - Equipment storage
  - Thin and redo infield, improve mound and batters boxes. Appropriate amount of infill, re-level, slit philip membranes and concrete
  - Elliptical proper drainage such that investments in infill do not wash away and can be maintained
  - Irrigate irrigation system to maintain consistency of field quality year round
  - New larger Meachers, proper dugouts, batting cages and pitching bullpens
  - In need of repair or replacement to improve safety and function
  - New facilities or storage containers or sheds to replace current which are end of life, or otherwise non-existent
<table>
<thead>
<tr>
<th>Field / Complex</th>
<th>Range</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 North Field</td>
<td>Immediate</td>
<td>immediately adjacent to Lilly, logical extension of turf, immediate impact to multiple sports</td>
</tr>
<tr>
<td>2 Middlebrook</td>
<td>Immediate</td>
<td>multiple possible near term turf options, lower, Madaras, etc that would add capacity and support higher utilization</td>
</tr>
<tr>
<td>3 Varsity Baseball / Softball &amp; Whitten Upgrade</td>
<td>Long term</td>
<td>Upgrade - strategic location, master plan potential including redesign and build of all fields, including possible turf, maybe lights in some locations</td>
</tr>
<tr>
<td>4 Allen's Meadows 5 &amp; 6 Upgrade</td>
<td>Long term</td>
<td>Upgrade - strategic location, master plan potential including all fields, multi sport capacity, turf and lighting where possible appropriate</td>
</tr>
<tr>
<td>5 Middlebrook Upgrade</td>
<td>Long term</td>
<td>Upgrade - expansive turf potential with existing lighting in place, significant multi sport useability year round</td>
</tr>
</tbody>
</table>

**Major investment / Long Term Planning**

<table>
<thead>
<tr>
<th>Field / Complex</th>
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<tbody>
<tr>
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</tr>
<tr>
<td>2 Allen's Meadows 5 &amp; 6</td>
<td>Long term</td>
<td>Upgrade - strategic location, master plan potential including all fields, multi sport capacity, turf and lighting where possible appropriate</td>
</tr>
<tr>
<td>3 Middlebrook</td>
<td>Long term</td>
<td>Strategic location, turf and lights potential as lights already exist on basketball courts - Dome concept in process/fas feasibility</td>
</tr>
</tbody>
</table>

**Near Term Investment / Immediate Impact**

<table>
<thead>
<tr>
<th>Field / Complex</th>
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<tbody>
<tr>
<td>1 North Field</td>
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<tr>
<td>2 Middlebrook</td>
<td>Immediate</td>
<td>multiple possible near term turf options, lower, Madaras, etc that would add capacity and support higher utilization</td>
</tr>
<tr>
<td>3 Comstock</td>
<td></td>
<td>Strategic location, turf potential</td>
</tr>
<tr>
<td>4 Lions</td>
<td></td>
<td>Unused field space, with investment could add to net useable space</td>
</tr>
<tr>
<td>5 Post</td>
<td></td>
<td>Unused field space, with investment could add to net useable space</td>
</tr>
</tbody>
</table>
Rochester, Jacqueline

Subject: FW: Document 1 of 2 to Be Included with P&R Commission Minutes For Posting
Attachments: WiltonYouthSports_ParksRecMaintenance_Capital_WishList_2022_11.2.21.xlsx
Importance: High

From: Bilella, AnnaMarie
Sent: Thursday, November 11, 2021 5:22 PM
To: minutesandagendas <minutesandagendas@wiltonct.org>
Cc: Ring, Kevin <Kevin.Ring@WILTONCT.ORG>; Kendra, Jennifer <Jennifer.Kendra@WILTONCT.ORG>; Guglielmo, Joseph <Joseph.Guglielmo@WILTONCT.ORG>; Macken, John <john.macken@WILTONCT.ORG>; Pierce, Steve <Steve.Pierce@WILTONCT.ORG>
Subject: Document 1 of 2 to Be Included with P&R Commission Minutes For Posting
Importance: High

Good evening.

Please post this email correspondence with its attachment along with the P&R Commission meeting minutes.

Thank you for the support.

Anna Marie

From: Nicholas Gemelli <nickgem@icloud.com>
Sent: Thursday, November 4, 2021 8:41 AM
To: Bilella, AnnaMarie <AnnaMarie.Bilella@WILTONCT.ORG>; Pierce, Steve <Steve.Pierce@WILTONCT.ORG>
Cc: Chandra Ring <cring226@hotmail.com>
Subject: Follow Up: Youth Sports Coalition - Priority Projects for Consideration

**CAUTION:** This email came from outside the Town network. Is it authentic? Don’t click until you are sure.

Hi Steve and AnnaMarie,
We met as a Coalition last night, and have pulled together a priority list as requested. The summary list is below. The overall list with details can be found attached. We see this as our master list and will continue to update it and prioritize ongoing.

There was a lot of thought and meaningful discussion amongst our members in creating this document; as such meeting to discuss the Coalition thinking would prove valuable in creating shared understanding of the Youth Sport needs.

Additionally, while we have prioritized items with great intention, it is important to discuss the comprehensive long-term list at our November 18 meeting. At that time, we’d like to discuss the complete list of facility needs and work collaboratively to formulate a timeline for meeting these goals.

We look forward to meeting soon to shed light on the attached priority list and to garner a greater understanding of the budget process so that if there are additional steps we can take to facilitate meeting the needs of our youth athletes and community we can take action. We understand our community uses these facilities in addition to the youth organizations.

**Our top 5 - operating capital**

Stadium - Tom F. field upgrade drainage to prevent closures
Lilly upgrade drainage to prevent closures
Guy Whitten A lights to increase utilization
Softball Fields - Middlebrook

lights & temporary fence to increase utilization
Allen’s Meadows Fields 4 expansion/upgrade to increase utilization

**Our top 5 - bonded capital**

*Field / Complex*

*Range*
North Field Turf Immediate term
Middlebrook Turf Immediate term
Varsity Baseball / Softball & Whitten Upgrade

Long term
Allen's Meadows 5 & 6 Upgrade

Long term
Middlebrook Upgrade Long term

Best,
Chandra & Nick
Hello, All.

Please post this Public comment with its attachment along with the P&R Commission meeting minutes.

Thank you for the support.

Anna Marie
Good evening members of Wilton’s Parks & Recreation Commission,

First, thank you for your volunteer time and efforts on behalf of Wilton's residents. In recent weeks, the volunteer Presidents of Wilton’s not-for-profit youth sports organizations came together with an eye on near and long-term improvements in offerings for our youngest residents and the community overall.

The unfortunate closure of Fujitani Stadium for 6 weeks this fall, coupled with the impaired usage of Lilly Field, created severe impediments to multiple Wilton High School and town Youth athletic programs. The challenges our town’s athletic programs faced with field access and availability this fall was not seen or experienced in any neighboring town, and highlights a need for enhancements to our town’s existing Parks & Recreation field infrastructure and utilizable capacity.

In the past few weeks, our group benefited from several meetings with Steve Pierce and AnnaMarie Bilella, who have given freely of their time and knowledge in a collaborative manner towards beginning near and long-range planning to make impactful improvements in the fields and facilities that support offerings for Wilton Youth Sports and the community overall. That collaboration helped in the creation of a list of both immediate and longer-term recommendations for improvements to town fields and facilities to address the key areas of safety, scheduling/utilization and infrastructure, which is attached)

We want to create a regular and mutually beneficial dialogue with Parks & Recreation as a coalition to continue expanding the discussion and action plans. We also would like to engage in a discussion with respect to the policy for utilization of fields by third parties. We look forward to continued regular collaboration as a coalition with the Parks & Recreation Department in creating a project plan to fund and achieve our short and long-term goals.

Best,

Dom Rauccio, Wilton Baseball and Softball
Dave Drew, Wilton Little League Baseball
Tyler Ratcliffe, Wilton Basketball Association
Chandra Ring, Wilton Youth Field Hockey
Nick Gemelli, Wilton Youth Football/Cheer
Chris Skillin, Wilton Lacrosse Association
Jason Partenza, Wilton Soccer Association
Tom Viggiano, Wilton Youth Softball