

**Agenda of  
Darien Parks and Recreation Commission  
Regular Meeting**

**Wednesday January 17, 2007  
7:30 p.m., Room 119**

1. Approve Minutes of December 13, 2006 and December 19, 2006
2. Reports:
  - a) Director
  - b) Assistant Director
  - c) Chairman
  - d) Subcommittees
3. Discussion on Weed Beach Master Plan Building Committee
4. Discussion on Fee Schedule, 2007/2008
5. Discussion on Budget Proposal 2007/2008
6. Election of Officers
7. Other Business (two-thirds vote)
8. Public Comments

**NEXT MEETING: February 14, 2007 7:30 pm; Darien Town Hall, Room 119**

Notes:

1. This meeting is public and subject to Robert's Rules of Order and the Rules of Procedure of the Parks and Recreation Commission.
2. Any elector of the town may speak at this meeting, but only Commission members may vote.

## PARKS AND RECREATION COMMISSION

January 16, 2007

Director's Report

Respectfully submitted: Susan M. Swiatek, Director

### **Administration:**

1. Administration. A report on performance measures for 2006 has been prepared and will be presented at the budget hearing with the Board of Selectmen on January 25, 2007.
2. Maintenance. Routine maintenance continues. Several of our college age seasonal workers reported back for a couple of weeks during their winter break. This has assisted our crew with projects. The lack of snowfall and freezing temperatures has allowed us to perform tasks not normal for late December/January.
3. Fields and Parks. All play fields are closed at this time (no permits issued) however, the warm weather has resulted in groups using the fields for drop-in play. Although some field wear may result, we view this as a nice opportunity for the public to get out and enjoy the outdoors while engaging in healthy activity. The signs for the "No dogs on play fields" have been posted at Cherry Lawn Park.
4. Park permits. Permit requests for spring and summer activities have been in full swing. Requests are more special event oriented resulting in more time needed to work through the request to obtain any insurance certificates required, and other permits needed (building, fire, police). This has been the trend in recent years.

### **Project Status:**

- a) Weed Beach Master Plan Project. An organizational meeting was held on January 10, 2007.
- b) Bathhouse Building Repairs. No change from October, 2006 report.
- c) Replacement Fencing, Pear Tree Beach. A contract has been signed with the Landscape Architecture firm of Wesley Stout Associates to put together the construction/bidding documents and attend one Planning and Zoning presentation.
- d) Tilley Pond Park STEAP grant project. Cut sheets and cost estimates were anticipated from lighting representative but have not been received at the time of this report.
- e) Equipment. Replacement tractor is still on order. A sales agreement for the replacement infield machine was signed on January 9, 2007.
- f) Town Hall Field Retaining Wall. The draft construction drawing has been reviewed. A few minor changes have been suggested and bidding specs written. We await the changes to the drawing to move on the bid.
- g) Tilley Pond Water Quality. Funds for pond treatment will be put into the operating budget for fiscal 2008.
- h) Concession Stand Inspections. No change from November report.

- i) McGuane Play Area Surface The patch of the surface went better than expected. We have included new funds in the capital budget for 2008.
  
- j) Fences along Stony Brook, Town Hall Fields. The green fabric fence along the brook to prevent children from falling in and balls from rolling in has been removed and replaced with split rail fencing. A fabric will be selected and installed on the fence to aid the purpose. The clean up, tree removal, and installation of the fence has been performed by Parks and Recreation Maintenance Personnel. We anticipate the dredging of the pond sometime in spring. Public Works will manage the dredge.