

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

**Wednesday May 16, 2007
7:30 p.m., ROOM 213 (2nd floor)**

1. Presentation from Weed Beach Building Committee
 - a). Discussion and action on proposal from Stearns & Wheler team for schematic and design development plans
 - b). Discussion and action on Mandatory Referral, Weed Beach Master Plan
2. Approve Minutes of March 21, 2007 (no quorum April 11, 2007)
3. Reports:
 - a) Director
 - b) Assistant Director
 - c) Chairman
 - d) Subcommittees
4. Discussion on Budget Proposal 2007/2008
5. Discussion on D'Acunto Property; Woodland Park (carry over from Feb 07 meeting)
6. Discussion and action on fund transfers
7. Election of officers
8. Other business (two-thirds vote)
9. Public comments

NEXT MEETING: June 20, 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

May 16, 2007

Director's Report

Respectfully submitted: Susan M. Swiatek, Director

Administration:

1. Administration. Office at full staff, operations running smoothly.
2. Maintenance. Work on fields although delayed due to weather, has resumed and all fields are under permit at this time. No seasonal help is on board at this time so the tasks have fallen behind. Advertisement has been placed in the newspaper.
3. Park Permits. Permits for spring and summer activities continue to be requested. DHS is utilizing our tennis courts, Town Hall Fields, and Holahan Field.
4. Recreation. Spring activities are underway. See Assistant Director's report for further information.
5. Tennis Courts. Currently two courts are closed for safety. Ct # 5 at Weed, Ct # 2 at Cherry Lawn. We are awaiting transfer of funds to address the 3 back courts at Weed; Cherry Lawn closure is result of vandalism (fire) on courts. A transfer of funds will be needed to repair.

Project Status:

- a) Weed Beach Master Plan Project. Committee meetings continue.
- b) Boat Ramp Lighting, Planting Plan Pear Tree Beach. Review of the plans with the Planning & Zoning Dept. is underway to determine what permits may be required. A conversation with Susan Saunders from Pear Tree Point Road took place regarding the possible assistance with funding the neighborhood offered in December of 2004.
- c) Tilley Pond Park STEAP grant project. No change from February 2007 report.
- d) Town Hall Field Retaining Wall. Bids were let out and opened on March 12. No bids were received. Plans were handed to two small contractors to review the wall portion only. The Department will attempt to address the landscape section in-house. We are hopeful for a reduced price below the mandated bid amount so the project can move forward.
- e) Renovations to Bathhouse Ext – Pear Tree Beach. Purchase orders for the replacement doors, trellis, and roll down security windows have been issued. A request for transfer of funds and special appropriation was sent to Board of Selectmen and Board of Finance for consideration.
- f) Tilley Pond Water Quality. Contact with the firm whom performed the water treatment has been made. We have asked the company to submit for DEP permit again for 2007. The pumps were installed the week of May 7.

- g) Concession Stand Inspections. As the weather warms, some interior painting will be performed, addressing peeling areas only. The paint was sited in the inspection reports from August 2006.
- h) Park Encroachments. Of the four reported in March, one owner has complied with our request, another has reported compliance but an inspection has not been performed at the time of this report. A third was rectified by our crew following storm damage; the fourth may be solved by a change in ownership. We are working with P&Z to solve the encroachments.
- i) Holahan Field Dugouts. The dugouts have been completed on the field.
- j) Tilley Park Power. New power outlets have been located for the purpose of serving the events hosted within the park. The power will serve the co-sponsored concerts to be held in the park this summer. Post 53 Food Fair, Youth Commission Boat Regatta, Push-Pull Parade, and the newly booked DRI's car show can take advantage of the new power source. Trenching was performed by department maintenance staff.