

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

**Wednesday June 20, 2007
7:30 p.m., ROOM 119**

1. Discussion on formation of Friends of Tilley Pond Park, Guest: Susan Young
2. Approve Minutes of May 16, 2007
3. Reports:
 - a) Director
 - b) Assistant Director
 - c) Chairman
 - d) Subcommittees
4. Discussion and action on request of gift from Sima Farmer for a tree in Cherry Lawn Park (letter attached)
5. Discussion and action on fund transfers
 - (a) McGuane Park Play Surface
6. Election of officers
7. Other business (two-thirds vote)
8. Public comments

NEXT MEETING: July 18, 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

June 20, 2007

Director's Report

Respectfully submitted: Susan M. Swiatek, Director

Administration:

1. Administration. Office at full staff, operations running smoothly.
2. Maintenance. The seasonal positions have been filled. There was some difficulty in finding someone to fill the one 8-month position in the budget. Discussion with DPW about the newly created shared position has not begun.
3. Park Permits. Permits for spring and summer activities continue to be requested. DHS continues to utilize our tennis courts and Holahan Field. Use of the Town Hall Fields terminated when DHS fields came on line.
4. Recreation. Spring activities near conclusion and summer will begin shortly. See Assistant Director's report for further information. Concerts in Tilley Park begin June 21. July Carnival takes place July 5, 6, and 7. Once again, Park & Rec. maintenance will tend to the refuse collecting.
5. Tennis Courts. Courts are still closed at Weed and one at Cherry lawn. Repairs at Weed began the week of June 11. The request to transfer funds to address the vandalism damaged court at Cherry Lawn has been issued to the BOF but has not been acted on at the time of this report.

Project Status:

- a) Weed Beach Master Plan Project. Committee meetings continue. Contract with Sterns & Wheler is in review by Town Council at the time of this report. Planning & Zoning granted the mandatory referral on the project.
- 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 PT Bathhouse Ext – Purchase order for the gables, trellis and doors has been issued. A meeting with the contractor on site is scheduled for June 13th. The painting of the building will be delayed until our maintenance crew has time to address.
- f) Tilley Pond Water Quality. Permit with DEP has been secured. We are observing conditions to determine best course of action. One of the pumps motors is

running incorrectly and had to be pulled and sent out for repair on 6/12/07. The pumps are in their 4th year of use.

- g) Concession Stand Inspections. Both stands have been opened and operating. Weed Beach has experienced problems due to the electrical system. Emergency call out to electrician has been needed, breakers replaced. Operator has overloaded circuits. The hot water heater at Pear Tree rotted through and required replacement. Health inspections were performed. Both passed with a couple of small items needed.
- 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) Storm Drain System – Cherry Lawn. A blockage has occurred in the storm drain system at Cherry Lawn. During heavy rain it backs up and blows out manhole covers damaging surrounding turf and causing wet areas on Casey Field. Two areas are in question. DPW machine to clear lines has failed. The line is either fully tree root encased or broken. When time allows, a joint task with DPW will be to excavate the line and repair as needed. No schedule has been set at this time. Several complaints have been received.
- j) Rules & Regulations. A draft has been completed on the rules & regulations. Commission members should review, a hearing should be held, and action taken. They will then be issued to the Police Dept. for enforcement effective October 2007.