

**TOWN OF DARIEN
PARKS AND RECREATION COMMISSION
MINUTES OF REGULAR MEETING
MAY 15, 2013**

ATTENDANCE: Jane Branigan, Chairman; Mark Crouch, Susan Daly, Mary Flynn, Robert Marchesi.

STAFF: Susan Swiatek, Director; James Coghlan, Assistant Director.

CALL TO ORDER

Chairman Branigan called the meeting to order at 7:35 p.m. and stated that there was a quorum present. New member Mark Crouch was welcomed to the Commission.

Chairman Branigan stated that there was a re-order of the agenda to accommodate members of the public in attendance.

Discuss and take action on request from Darien Junior Football for five year permit for temporary lighting on Holahan Field:

Chairman Branigan stated that this item was tabled until next month.

Discuss and Take Action:

Eagle Scout Project, Barker Park - Daniel Stewart

Daniel Stewart presented his Eagle Scout project and outlined the details of his proposal to repair the fence at Barker Park. He displayed his presentation and reviewed the handout of project elements including timing, materials, and funding requested. He fielded questions and comments from the Commissioners and explained that the repairs to the bridge can be done over two weekends prior to May.

**** MS. FLYNN MOVED TO APPROVE THE EAGLE SCOUT PROJECT PROPOSAL AS PRESENTED BY DANIEL STEWART FOR FENCE IMPROVEMENTS AT BARKER PARK.**

**** MR. MARCHESI SECONDED THE MOTION.**

**** MOTION PASSED UNANIMOUSLY.**

Bench for Pear Tree Beach to honor Fred Ohrn - James J. Friend, DHS Class of 1961

Mr. Friend presented his proposal and outlined the details to donate a bench at Pear Tree Point dedicated to recently classmate, Fred Ohrn. He reviewed the handout of the proposal and answered questions and comments from the Commissioners and reviewed the expected timing for completion and that funding is covered by the reunion committee.

- ** MS. FLYNN MOVED TO APPROVE THE BENCH DONATION AT PEAR TREE BEACH TO HONOR FRED OHRN DHS CLASS OF 1961**
- ** MR. MARCHESI SECONDED THE MOTION.**
- ** MOTION PASSED UNANIMOUSLY.**

Donation Gift of Plants at Cherry Lawn Park, Pond Area — Trevor LaVecchia.

Trevor LaVecchia presented his proposal on behalf of a youth leadership group at Darien High School. He outlined the details of his proposal to buy and plant plants near the pond to prevent runoff into the pond. He reviewed a rough sketch of location including timing, materials, and explained that funding would come from a bake sale fundraiser. He fielded questions and comments from the Commissioners

A discussion ensued on the specific location for planting to avoid the fishing areas and for a list of the type of plants that will thrive in that area. It was agreed that Ms. Daly would meet with him to review the planting plan.

- ** MS. FLYNN MOVED TO APPROVE THE EAGLE SCOUT PROJECT PROPOSAL AS PRESENTED BY TREVOR LAVECCHIA FOR PLANTING OF PLANT ALONG THE POND AT CHERRY LAWN PARK.**
- ** MR. MARCHESI SECONDED THE MOTION.**
- ** MOTION PASSED UNANIMOUSLY.**

Grant for repairs to Weed Beach front tennis courts, USTA Hurricane Sandy Program

Ms. Swiatek reviewed the supporting document from the USTA and explained that approval of this was to accept the grant of \$25,000. She explained that this was the same as Weed Beach repairs, it goes against what has been approved for the bonding of funds for repairs, such as FEMA. She added that the USTA partners with the NPRA tennis program and part of the funding can be used for lines needed for teaching, and that vendors used would be CREC approved.

- ** MS. FLYNN MOVED TO ACCEPT THE GRANT FOR REPAIRS TO WEED BEACH FRONT TENNIS COURTS, USTA HURRICANE SANDY PROGRAM**
- ** MR. MARCHESI SECONDED THE MOTION.**
- ** MOTION PASSED UNANIMOUSLY.**

Approval of Minutes

Meeting of April 10, 2013

Page 1: Last sentence: add after site “at both benches”.

Page 4: Last paragraph: Add a comma after Beaches under the last heading.

- ** MS. MORRIS MOVED TO APPROVE THE MINUTES OF THE MEETING OF FEBRUARY 13, 2014 AS SUBMITTED.**
- ** MS. FLYNN SECONDED THE MOTION.**
- ** MOTION PASSED UNANIMOUSLY**

Report on status of storm damage and repairs in park.

We continue to gather estimates for repair work. She added that one of the key goals is to have the gate operational at Weed Beach for April 15 and for Pear Tree in May.

Review status budget submission FY 2014

Ms. Swiatek reported that the budget has been approved.

Report on status of storm damage and repairs in parks

Ms. Swiatek reviewed the repairs are listed in her report, and explained that the funding request approved by the Commission in January has been delivered to the Boards of Selectmen and Finance, and funds were approved. The purchase order for a general contractor has been issued to begin building repairs. They met with the contractor and are getting GSA prices for electrical and plumbing repairs, with the planned start of July following the RTM vote. She highlighted the following:

- Weed Beach is open and operating.
- Sail building demolition and site cleanup remains.
- Sea grasses on islands survived. Trees did not.
- Work at Pear Tree has begun. New electrical lines have been installed, pumps services and re-installed. We await inspection of electrical to charge building.
- There was discussion on the FEMA reimbursement and Ms. Swiatek noted that the paperwork process is very involved and that the focus is mitigation.

Establish Commission Park Gift Sub-Committee

It was noted that Commissioner Flynn is doing research on this and will provide information based on the BOE gift policy. Ms. Flynn stated that there needs to be standards and rules set to govern how donations are accepted and noted that follow up maintenance planning is key for donations. It was agreed to put this item on the agenda for reporting at the next meeting.

Director's Report:

Ms. Swiatek presented her project status report as follows:

Administration: Spring programs began and summer registration is continues. Beach permit sales are up most likely due to ease of process and c-reminders. Gate attendant started at Weed first week of May. This is later than normal due to storm repairs

Project Maintenance Schedule:

1. Maintenance. Work is underway to prepare all parks for play. All fields are open and playable. Beach maintenance has begun. Regular sifting underway, daily ball field conditioning underway.

Wk end 4/14/13	Assemble beach furniture & put out	WD
	Repair damaged lawn cars/storm	CL
	Relocate storage bin tennis	Recreation
	Activate irrigation systems	All parks
	Install new grills	PT
Wk end 4/21/13	Re-establish drainage swale	Baker
	Repair warning tracks ballfields	MCGuane
	Move/deliver picnic tables	WD
	Grade sand sail area	WD

Wk end 4/28/13	Clean up site, dress planted areas	Police Dept
	Install pumps	Tilley
	Install event signs	YC recreation
	2 attend turf conference	CPA
	Clean up boat ramp	PT
	York rake parking lot	WD
Wk end 5/5/13	Repair gate locks	PT
	Activate park water fountains	Parks
	Install wind screens	Holahan
	Cover fire pit	WD
	Move equip, dump, storage	YC recreation/construction

Project Status:

- a) Weed Fire Alarm system. Purchase alarm system is installed.
- b) Renovate Gallagher Field: Completed and field is in use. Grand opening well attended.
- c) Tennis Courts Weed 1-3 — Work will commence on these courts along with courts 4-6 as post tensioned concrete. Summer work is anticipated.
- d) Paddle Courts. Storm damage repair to skirting has been completed. Wiring replaced.
- e) Mather Center. Construction of the Mather Center has not begun at this time. Work should commence shortly. This will most likely restrict our programs making the gym unavailable while work is performed. Work will continue into the summer and fall.

f) Furniture for Weed Beach. New picnic tables, chairs, benches have been assembled and installed. Furniture for guard rooms has also been installed. Benches and chairs are composite construction. Public seems pleased and is using furniture. Additional interior furniture for paddle building remains and additional refuse containers.

g) PT Gazebo. The storm damaged roof has been repaired using the existing composite shingles that blew off onto beach.

Assistant Director's Report - Mr. Coghlan reviewed his report as follows:

Spring & Summer Programs:

Many of our spring programs, such as Tiny Tots Soccer and New Level Tennis began in early April. A chart is included as a comparison of participants in our spring programs over the past several years: Overall our registration numbers are down 18% from last year. I believe that can be attributed to the opening of new facilities such as Chelsea Piers in Stamford as well as an increase in programming by the elementary school PTO's.

Our lifeguard orientation has been scheduled for Wednesday, May 22nd at 6 PM in Town Hall. We have fifteen lifeguards returning from last year and I have hired six new lifeguards. Meghan Varley will be returning as our Waterfront Coordinator. We will therefore have a full staff when we open on Memorial Day Weekend.

Securitas Security Services USA, our contracted security company, begins operations at Weed Beach on Friday, May 31st and will start at Pear Tree Beach on Friday, May 24th.

Uncle's Deli is returning this year as the concessionaire at both Weed and Pear Tree Beaches. Uncle's By the Shore will be open from 11AM —7 PM daily (weather permitting) with opening day scheduled for Saturday, May 25th They had several pieces of equipment damaged and replaced at Pear Tree Beach from the storm in October. Weed Beach held up much better with one piece needing to be replaced.

Our new contracted cleaning company, American Janitorial Services, started cleaning & opening the Weed Beach bathhouse on Friday, May 3rd and are scheduled to open the bathrooms at Pear Tree Beach on Monday, May 13th They are also cleaning the Cherry Lawn restrooms and the Senior Center.

Mr. Coghlan noted that he conducted an upgrade to our Class software in April, and included with that was a critical change to the online registration server to prevent outside attacks on the server. He is now starting to look at the online paddle court reservation system and how that system will be implemented for the 2013 —2014 season including purchase & installation of equipment, training of staff and advertising to users.

Chairman Report - None

OTHER BUSINESS

Chairman Branigan noted that it was unanimously agreed to add the following item to the agenda for discussion:

FOI Clarification.

Ms. Daly provided a copy of an e-mail from Wayne Fox and asked that it be incorporated into the record, as follows:

Wayne Fox <Fox@curtisbb.com> Tue, Apr 16, 2013 at 8:56 AM
To: "Swiatek, Susan" <SSwiatek@darienct.gov>, "Kilduff, Karl" <kkilduff@darienct.gov>, Jayme Stevenson <Jaymejs@aol.com>, "jstevenson@darienct.gov" <jstevenson@darienct.gov>
Cc: "Coghlan, Jim" <JCoghlan@darienct.gov>, "braniganjane@hotmail.com" <braniganjane@hotmail.com>, Susan Daly <susan.y.daly@gmail.com>

Sue, There is actually a more specific exception which is on point. The FOI statue at Section 1- 210(b) (23). carves out an exemption concerning "The name or address of any minor enrolled in any parks and recreation program administered or sponsored by any public agency." I think this answers your question.

NEXT MEETING:

June 9, 2013: Regular Meeting at 7:30 p.m. Room 119 Darien Town Hall.

Adjournment

**** MS. GUTIERREZ MOVED TO ADJOURN**
**** MS. DALY SECONDED.**
**** MOTION PASSED UNANIMOUSLY**

The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Marilyn Knox,
Telesco Secretarial Services