

**TOWN OF DARIEN
PARKS & RECREATION COMMISSION
MINUTES OF REGULAR MEETING
WEDNESDAY, JANUARY 19, 2011**

ATTENDANCE: Jane Branigan, Chairman; Charles Goodyear; Susan Daly; Bob Marchesi; Susan Graham; Andy Hunter; Mary Flynn; Marianne Gutierrez (8:30p.m.)

STAFF: Susan Swiatek, Director; Jim Coghlan, Assistant Director

OTHER: Patricia Bumgardner, DDOG;
Cecelia Mundt, Parks & Rec RTM Member;
Gary Swenson, Parks & Rec RTM Member;
Jim Patrick, Vice Chair Public Health & Safety, RTM Member;
Ted Hawkins, P&Z Housing RTM Member;
Sue McGuire, Public Health & Safety RTM Member;
Erica Morris

CALL TO ORDER

Ms. Branigan called the meeting to order at 7:37 p.m.

APPROVE MINUTES OF REGULAR MEETING OF DECEMBER 15, 2010

The correction(s) to the regular meeting of December 15, 2010 are as follows:

- ** MR. GOODYEAR MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF DECEMBER 15, 2010.**
- ** MS. MARCHESI SECONDED.**
- ** MOTION PASSED WITH FIVE (5) VOTES IN FAVOR (BRANIGAN, GOODYEAR, DALY, MARCHESI, GRAHAM) AND TWO (2) VOTES ABSTAINED (HUNTER, FLYNN).**

PUBLIC HEARING REGARDING FEES FOR FISCAL 2012

Ms. Swiatek distributed copies of the fee schedule and discussed current fees, net revenue, services, etc.

Ms. Branigan opened the public hearing at 7:50 p.m. There were no members of the public present to speak. Ms. Branigan closed the public hearing at 7:52 p.m.

The proposed increase to the fee schedule is as follows:

Park Permit, \$40; Park Permit, Senior, \$40; Replacement Permit, \$40; Town employee, \$40; Non-Resident Taxpayer, \$70; Sitter/Nanny Vehicle, \$70; Volunteer Fireman, \$40; Paddle Tennis, Daily Flat fee \$15 day/\$20 evening; Paddle Tennis, Block Flat fee \$15 day/\$20 evening.

Ms. Swiatek said the Commissioners will vote on this at their next meeting.

DISCUSS BUDGET PROPOSAL FOR FISCAL 2012

Ms. Swiatek distributed copies of both the operating and capital budgets and reviewed the information with the Commissioners. She said that the capital items have to be prioritized. The Capital Budget Priorities list for Fiscal 2012 was prioritized as follows: Beach Sand Weed Beach, Paddle Court RN Surface, and Equip Reserve were first priorities; Beach Sand Pear Tree Point, Paint Ross Prop, Replace backstop at Holahan Field, and Replace fence at Holahan Field were second priorities; and the third priorities are the Dog Park (seed funds) and Screen Planting at Holahan Field.

Ms. Gutierrez arrived at 8:30 p.m.

Ms. Swiatek said that the Performance Measures Presentation will be held on Saturday, 1/22/11 at 10:30 a.m. and invited the Commissioners to attend the meeting.

UPDATE ON WEED BEACH MASTER PLAN PROJECT DISCUSSION REGARDING PROJECT MANAGEMENT

Ms. Swiatek said Weed Beach goes to the RTM for approval to fund the additional \$1M through bonding. She reviewed some project management points, and history of the project. She said they will now bid the project themselves, and will have the town bid and prevailing wage apply. She explained that she is in favor of the Clerk of the Works format, and the person in mind has done work on Darien High School and the Darien Library. He has provided a proposal to manage the project. They also asked the architect to provide a proposal.

- ** MR. GOODYEAR MOVED TO ACCEPT MS. SWIATEK'S RECOMMENDATION FOR RBI TO MANAGE THE WEED BEACH PROJECT.**
- ** MS. DALY SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

REPORTS

a) Director

Ms. Swiatek said her report is submitted in the Commissioner's packets. She has been working on the budget submission. She attended the Department Head Meeting. She wrote reports and narratives related to the budget that she said are available to the Commissioners. She said she is preparing for the Performance Measures Presentation on Saturday, January 22. They measure against the mission statement and said that the Department did well despite the lack of manpower and resources. Work had begun on clearing the Weed Beach Fitness Trail before the winter began; it's possible that it could be ready by May.

b) Assistant Director

Mr. Coghlan said a graph of winter programs currently being offered is included in his report. Registration numbers are up. The Spring/Summer brochure will be on-line next week, and then they will be mailed out. He said that an exceptional job was done clearing the paddle tennis courts.

c) Chairman

Ms. Branigan said the bonding issue for Weed Beach will be on the RTM agenda Monday evening, January 24, 2011. She encouraged all to attend if possible.

d) Sub-Committee

Ms. Graham, Parks & Recreation Commission Liaison for the DDOG (Darien Dog Owners Group) Committee, said a meeting was held recently with Meg Orner from Friends of Woodland Park. She provided an update to the Commission on the Off-Leash Nature Preserves in Fairfield County, on Woodland Park, and on Cherry Lawn Park. A pilot program was discussed and agreed upon in order to move forward. Ms. Swiatek confirmed the rules on the books now are that all dogs have to be leashed at Selleck's Woods and Woodland Park, and no dogs are allowed on the beaches. The Town relies on the State Leash Law to govern parks. She said there is a Town Ordinance on the table now, and the Commissioners were reminded that they had voted 5 months ago to accept, as written, the Town Ordinance proposed to the RTM. The Commission has the right to regulate the Town's parks. It was agreed that the DDOG Committee will be on the February 2011 agenda.

OTHER BUSINESS (TWO-THIRDS VOTE)

PUBLIC COMMENTS

There were no Public Comments.

**NEXT MEETING: Regular Meeting Wednesday, February 16, 2011 7:30 p.m.
Darien Town Hall, Room 119**

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

The meeting ended at 9:20 p.m.

Respectfully submitted,

Carolyn Marr
Telesco Secretarial Services

