

TOWN of WESTON, CONNECTICUT



Incorporated 1787

Parks & Recreation Commission

REGULAR MEETING MINUTES MONDAY MAY 10, 2010 7:30 P.M.

WESTON TOWN HALL DAUGHERTY COMMISSION ROOM

David C. Juneau
Chairman

Committees:
Administrative,
Fields

Carl Bernstein
Vice Chairman

Committees:
Fields, Parks

Eric Albert
Secretary
Committees:
Administrative,
Programs

Marc Butlein
Commissioner
Committee:
Programs

P.J. Dodge
Commissioner
Committee:
Fields

Carlos Mello
Commissioner
Committee:
Aquatics

Robert A. Uzenoff
Commissioner
Committee:

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Official action of the commission in these minutes is indicated by underlining.

The Weston Parks and Recreation Commission (WPRC) held its regular monthly meeting on Monday, May 10, 2010 at Weston Town Hall. Commissioners present: Eric Albert, Carl Bernstein, Marc Butlein, P.J. Dodge, David Juneau, Carlos Mello and Robert Uzenoff. Commissioners absent: None. Staff present: Weston Parks and Recreation (P&R) Director David Ungar. Public present: First Selectman Gayle Weinstein, Les Wolf of Weston Board of Education (BOE), and John Clevenger of Weston Baseball.

- 1) Call to order: Mr. Juneau called the meeting to order at 7:39 p.m.
- 2) Approval of Minutes. Minutes of the April 12, 2010 meeting were approved with corrections. For: Albert, Bernstein, Butlein, Dodge, Juneau, Mello and Uzenoff. Against: None.
- 3) Public Forum: See discussion at Item 6(a) below.
- 4) Unfinished Business
 - a) Review of Action Items Due from April 12, 2010 Meeting.
 - i) 2009-17 – The rain sensor was recently installed at Morehouse Farm Park. This item is now closed.
 - ii) 2009-22 – No further updates. This item remains open.
 - iii) 2010-02 – Mr. Mello handed out a Proposed Capital Plan Summary (see attached) and explained that he and Mr. Ungar

31 came up with a draft 10-year capital spending plan for WPRC.
32 According to Mr. Mello, the Summary is meant to serve as a
33 starting point for the Commission's further discussions on this
34 topic and is intended to forecast future capital spending needs to
35 fit into the town's overall 10-year capital plan. Mr. Juneau
36 queried what the Commission should do with this information
37 and Mr. Mello requested that the Commissioners review the
38 information with the intention of tweaking and trying to finalize
39 the plan at the Commission's next meeting. The forecast could
40 then be presented to the Board of Finance. Mr. Uzenoff
41 suggested that the town's Capital Planning Committee might be
42 the most appropriate recipient of this information. The
43 Commission will review and finalize the Proposed Capital Plan
44 Summary at its June 14, 2010 Meeting.

45 iv) 2010-03 – Mr. Juneau stated that further investigation is
46 continuing into Bisceglie ballfield repair/maintenance options.
47 Mr. Juneau plans to speak with Westport Parks & Recreation to
48 determine how they maintain their ballfields. Mr. Uzenoff has a
49 call into the head groundskeeper for the Bridgeport Bluefish and
50 is waiting to hear back. Further updates will be provided at the
51 Commission's June 14, 2010 meeting.

52 v) 2010-04 – Mr. Ungar has had further conversations with Sharon
53 Shattuck of the town offices concerning enhancing P&R's
54 online capabilities. The software that seems to be the best
55 choice is RecTrack, although further investigation needs to
56 occur in terms of the potential costs. RecTrack is currently
57 utilized by Easton's Parks and Recreation Department, with
58 whom Mr. Ungar and Ms. Shattuck are planning to speak in the
59 near future. Mr. Ungar also indicated that Ms. Shattuck and
60 First Selectman Weinstein are supportive of moving this
61 process forward. Mr. Ungar further stated that the payment
62 mechanism could be PayPal initially, rather than credit cards,
63 although this is subject to further investigation. Mr. Butlein
64 stated that we need to set out reasonable expectations in terms
65 of the timing here, as an on-line conversion is not likely to
66 occur quickly. Mr. Albert suggested that P&R should continue
67 to consider enhancing its website in connection with a move to
68 on-line registration software.

69 vi) 2010-05 – The Board of Finance approved using \$10,000 from
70 the enterprise fund for repairs to Bisceglie Field 1, as previously
71 recommended by the WPRC and First Selectman Weinstein.

72 b) Program Website Presence: See discussion at Item 4(a)(v) above.

73 c) Other Unfinished Business: None.

- 74 5) Reports of Standing Committees and Resulting Motions (These Items
75 were discussed after Item 6(a)).
- 76 a) Administrative Committee (Messrs. Juneau and Albert).
- 77 i) No additional items to report.
- 78 b) Aquatics Committee (Mr. Mello).
- 79 i) Mr. Ungar indicated that there are no issues to report
80 concerning the Middle School Pool and that everything is in
81 place for opening Bisceglie Scribner Pond in June.
- 82 c) Fields Committee (Messrs. Bernstein and Juneau).
- 83 i) See discussion at Item 4(a)(iv) regarding further investigation
84 on ballfield repair and maintenance.
- 85 ii) Mr. Ungar reported that the irrigation is up and running at the
86 Admin Fields, MFP, Bisceglie and Revson.
- 87 d) Programs Committee (Messrs. Albert and Butlein).
- 88 i) Mr. Ungar reported that summer camp registration is going very
89 well.
- 90 ii) Mr. Ungar reported that he has forwarded the requested
91 information to the Board of Finance concerning revenue derived
92 from P&R's programs.
- 93 e) Parks Committee (Mr. Bernstein).
- 94 i) No additional items to report.
- 95 6) New Business.
- 96 a) April 29 Revson Field Meeting with the Board of Education.
- 97 i) Ms. Weinstein, Mr. Wolf and Mr. Clevenger participated in this
98 portion of the meeting only.
- 99 ii) Mr. Juneau reported that certain members of WPRC had held a
100 few meetings with BOE's Facilities Committee, of which Mr.
101 Wolf is the chairman. The main purpose of these meetings was
102 to determine how field maintenance can be improved and
103 optimized (including allocation of responsibilities among P&R,
104 BOE and the outside fields contractor, Steck's).
- 105 iii) Mr. Ungar indicated that he would be meeting very shortly with
106 Dan Clark and representatives of Steck's to finalize the
107 allocation of responsibilities among P&R, BOE and Steck's.
108 Mr. Ungar will report back to the Commission regarding this
109 meeting.
- 110 iv) Mr. Wolf indicated the importance of this allocation of
111 responsibility and also enhancing the lines of communication
112 among the interested parties. Ms. Weinstein wanted to ensure

- 113 that everyone was on the same page. She stated that while Mr.
114 Wolf has said that BOE is in charge of maintenance for on-
115 campus fields, Mr. Keating has said they don't have the
116 manpower to do so.
- 117 v) Mr. Butlein stressed the importance of developing a system to
118 better deal with items where BOE and P&R share joint
119 responsibility. He cited as an example that when the High
120 School track was deteriorating, P&R was told by BOE that
121 BOE did not have the budgeted funds for repairs and it became
122 a P&R issue.
- 123 vi) Ms. Weinstein stated that responsibilities need to be assigned as
124 to who ultimately will take the lead on field maintenance items,
125 and stressed that Mr. Ungar continue to work this out with Dan
126 Clark.
- 127 vii) Mr. Juneau indicated that the WPRC is happy to work more
128 closely with BOE on the issues where there is shared
129 responsibility. Mr. Juneau stated that in the last few budget
130 cycles it was P&R that asked for budgeted funds for the HS
131 track and bleachers. He queried who would be in charge of
132 these types of items going forward.
- 133 viii) Mr. Bernstein stressed to Mr. Wolf that it would be very
134 useful if the BOE could designate representatives interested in
135 athletics and fields issue who could continue this dialogue. Mr.
136 Wolf indicated that he and the other members of the BOE
137 Facilities Committee were the appropriate people and they
138 would be glad to increase the frequency of discussions with
139 WPRC.
- 140 ix) With regard to the specific issue re. the Revson field repairs,
141 Mr. Clevenger indicated that the \$20,000 budgeted amount was
142 not sufficient to effect long-lasting repairs and that, after
143 consultation with WPRC and BOE members, Weston Baseball
144 would prefer to use these allocated funds to hire a ballfields
145 expert to study Revson and recommend the best ways to repair
146 the field and propose a budget for doing so.
- 147 (1) Ms. Weinstein stated that she believed that as long as the
148 \$20,000 was utilized toward Revson, it would not be a
149 problem that the funds were spent on commissioning an
150 expert study rather than on actual repairs. Although she
151 stressed that if the budgeted \$20,000 was spent on an expert
152 study, there needed to be an understanding that another
153 \$20,000 would not be available. Ms. Weinstein stated that
154 before providing final approval, she would need to discuss
155 this with the Capital Committee.

- 156 x) A joint P&R/BOE committee, in conjunction with Weston
157 Baseball, will take responsibility for identifying a ballfields
158 expert and commissioning a study of Revson.
- 159 b) Proposal for Naming of the Weston Park Project in Memory of
160 Melanie Saltzman Mendelson.
- 161 i) Mr. Juneau indicated that he received a written request from the
162 Weston Park Project (WPP) to name the BSP playground in
163 honor of Melanie Saltzman Mendelson, a founding member of
164 WPP who recently passed away. WPP would like to erect a
165 sign near the BSP playground entrance and would fund the cost
166 of the sign themselves. No P&R funds or other town funds are
167 being sought. Mr. Juneau indicated that if the Commission
168 approved the request, it would then be passed along to the
169 Board of Selectman for ultimate approval.
- 170 ii) After discussion among the Commission, including the specifics
171 of the planned signage, the following motion was made by Mr.
172 Bernstein: Motion to endorse the request of the Weston Park
173 Project to the Board of Selectmen that the playground at
174 Bisceglie Scribner Park be named 'Melanie's Playground, To
175 Honor the Life of Melanie Saltzman Mendelson' with the
176 specific signage and verbiage of such signage to be agreed upon
177 among Weston Park Project and the Parks & Recreation
178 Commission if and when the request is approved by the Board
179 of Selectmen. Motion seconded by Mr. Butlein. All in favor 7-
180 0. Mr. Juneau will notify WPP and the Board of Selectmen of
181 the passage of the Motion.
- 182 c) PTO Request for End of Year Party for Hurlbutt Elementary at BSP
183 Pond and Playground.
- 184 i) Mr. Ungar stated that he received a request from the Hurlbutt
185 PTO to hold an end-of-year party at BSP. The Commission was
186 fully in support of this idea and requested that Mr. Ungar handle
187 the details administratively.
- 188 7) Correspondence: None.
- 189 8) Announcements, Remarks for the Good of the Order.
- 190 a) Mr. Juneau and Mr. Albert thanked Ms. Dodge for recording the
191 minutes of the Commission's April 12, 2010 meeting in Mr.
192 Albert's absence.
- 193 9) Adjournment: The Commission adjourned at 10:32 p.m., Butlein/
194 Mello motion and second. All in favor 7-0.
- 195 Respectfully Submitted,
196 Eric Albert

OPEN ACTION ITEMS

- 2009-17 Opened on 9/14/09. Mr. Ungar will have a rain sensor installed at MFP in order to regulate the irrigation system. The rain sensor was installed during the first week of May. This item is now closed.
- 2009-22 Opened on 11/9/09. Mr. Mello will pursue the idea of adult fitness with both the United Way and the Weston Commission on Aging.
- 2010-02 Opened on 1/11/10. Mr. Mello will draft a proposed framework for a P&R 10-year capital plan. Mr. Mello presented a revised draft Capital Asset Replacement Schedule and Proposed Capital Plan Summary at the Commission's May 10, 2010 meeting. The Commission will review and finalize the Plan at its June 14, 2010 meeting.
- 2010-03 Opened on 1/11/10. The Fields Committee will further investigate BSP ballfield repair/maintenance options, including potentially seeking an expert opinion. Mr. Juneau will be speaking with contacts in Westport regarding maintenance of their ballfields. Mr. Uzenoff is in the process of contacting the Bridgeport Bluefish to see if they can provide a field expert to evaluate/make recommendations re. our ballfields.
- 2010-04 Opened on 1/11/10. Mr. Albert will work with Mr. Ungar to further investigate the option of automating P&R program registration and upgrading the P&R website. Mr. Ungar and Ms. Shattuck of the Town of Weston are further investigating the RecTrack software and will discuss with the Easton P&R.
- 2010-05 Opened on 2/8/10. Mr. Juneau to speak with First Selectman Weinstein regarding P&R budget/enterprise fund issues. The Board of Finance approved the request to use \$10,000 from the enterprise fund for BSP 1 repairs. This item is now closed.
- 2010-07 Opened on 5/10/10. A joint P&R/BOE committee, in conjunction with Weston Baseball, will identify a ballfields expert and commission a study of Revson.