

**REGULAR MEETING
MONDAY, FEBRUARY 11, 2008
DAUGHERTY COMMISSION ROOM**

“Amended Minutes”

The February 2008 regular meeting of the Weston Parks & Recreation Commission (“WPRC”) was held Monday, February 11. Present: Chairman Dave Juneau, Carl Bernstein, Bob Uzenoff, Vice Chairman Carlos Mello, Marc Butlein and Nancy Babyak. Absent: Pat Kane. Public: Philip Schaefer and Alyssa Schaefer. Staff present: Dave Ungar and Gloria Sundlof.

- 1) **Call to order:** Chairman Juneau called the meeting to order at 7:36 p.m.
- 2) **Approval of minutes of December 10, 2007:** The minutes of the December 10th meeting (there was no January 2008 meeting) were approved with corrections. Dave J. moved and Nancy seconded motion. All in favor 6-0.
- 3) **Public Forum:** Alyssa Schaeffer, representing the Weston High School girls and boys tennis teams, requested the commission’s permission to use the town tennis courts for what would be a second annual tennis fundraiser to benefit the Norwalk Grassroots tennis program. The proposed fundraiser would be held at the Weston tennis courts on May 17th with participating members of the Weston, Wilton and Westport H.S. tennis teams. There will be a \$50.00 donation per member with encouraged sponsorship. All proceeds will go to the Norwalk Grassroots tennis program. Carl moved to approve the use of the town courts for this use. Dave J. seconded motion. All in favor 5-0. Carlos was not present at the time of the vote.
- 4) **Unfinished Business:**
 - a) Review of action items:
 - 07-39. Nancy stated she is waiting to hear back from town animal control officer Mark Harper regarding the wild life natural history sign at MFP. Dave J. distributed a draft (attached) of the human history sign for Morehouse Farm Park (MFP) for the commission to review. Additional information will be added as an amendment if provided. Dave J. stated Bob and he had interviewed Ernie Albin who is a relative to Mrs. Heady. The commission discussed a location for the sign and questioned which town entity is presently maintaining the Heady House grounds. Dave will have the Albins review the draft history sign at MFP prior to posting. Dave J. moved to accept the language on the draft human history sign for MFP and for Dave Ungar to move ahead. The language will be considered final the day after the March meeting unless new information comes to light by the time of that meeting. Dave J. will send a draft copy of the human history sign and minutes to the First Selectman. Carl seconded motion. All in favor 6-0.
 - 07-45/47. Dave U. clarified that he controls the Bisceglie-Scribner Park playground improvement budget for phase 2 for the town. Dave reported the town has spent \$52,000 to date and the Weston Park Project (WPP) has spent \$53,000 on equipment. Town Administrator, Tom Landry will meet with Dave U. to apply for the State for reimbursement of \$75,000 by a Small Town Economic Assistance Program (STEAP) grant. Phase 2 is to include a pavilion in the park area and a clock tower structure with a roof overhead at the entrance of the park. The maintenance access road located near and

north of the pond will need repairing. Dave U. stated repairs will cost about \$30,000. The eventual total is expected to be approximately \$200,000 for including what has been spent from WPP and from the town. The net expense for the town will be \$25,000. Dave U. stated we can now be reimbursed \$75,000 from the State. Dave will email the commission members the WPP expenditures from Finance Director, Rick Darling.

07-48. Dave U. spoke with Athletic Director, Mark Berkowitz on the care booklets and warranties of the artificial turf field and lights. There is a warranty from Musco Lighting for the lighting system on the turf field. Mark stated the turf warranty was written in the contract. The original warranty was for eight years but was negotiated to ten years. Dave U. has a copy of the care booklet on the turf field from Field Turf. He reported that putting portable generator lights on the field would require the use of a tarp and plywood to protect the turf. Dave, Carlos and Interim Superintendent of schools Dr. John Reed will meet to discuss the care of the turf field. The Commission discussed the care of the turf field. Bob suggested reviewing the procedure of the turf use. He asked if the care procedure would need to be amended and that the school may need to amend their policies. Dave U. stated our procedure was geared to sports activities only. The Commission discussed if each party would need to sign the standard of care prior to using the field. Dave U. stated Mark Keeney will attend the field scheduling meeting and the BOE has a guidelines book. We have our own document to be given to the club organizations. Dave J. suggested for Dave U. to send to Facilities Director, Dan Clarke a copy of the turf field care booklet and to the Commission for review. The Commission questioned who installed the H.S. track. The Building Committee took the responsibilities for this. Carlos stated materials on the track are at different levels and asked if we can get the track warranty in our possession. A copy will be sent to the H.S. principal. Dave U. will locate the specs for the turf field and H.S. track.

- b) Report on Selectmen's Budget Hearing: Dave J., Carl and Dave U. attended the Selectmen's annual budget meeting. Dave U. spoke with Finance Director Rick Darling. Darling stated the \$300,000 in the commission's capital budget for spectator stands on the high school stadium field did not show up in the Selectmen's capital request. After the Boar of Finance budget review meeting there will be another capital budget review meeting. Carl spoke with Selectman Weinstein who stated they are still reviewing this. Marc stated the town needs to express their interest in this and that the \$11,000 is still in for the turf consultant in the Operating Budget.
- c) Other unfinished business: none

5) Reports of standing committees and resulting motions:

- a) **Administrative Committee:** Dave J. thanked Carlos Mello and Bob Uzenoff for attending the Town Annual Speak-Up on Feb. 9th. Bob thanked Dave U. and Gloria for the minutes being sent out promptly. Dave reported on the new P & R office location at the Jarvis House. Dave attended a Historic Commission meeting on February 5th regarding black topping the driveway. He stated the driveway is currently dirt with gravel and is in very poor condition. The current condition of the driveway could be hazardous to people with children in strollers. Dave stated the Historic Commission would like to have crushed stone with asphalt on the driveway. Dave will attend another Historic Commission meeting and follow up with the Commission.

- b) **Aquatics Committee:** Dave J. remarked the water temperature at the pool is very comfortable. Dave U. stated since the boiler was repaired the temperature has been good and we have not had any problems.
 - c) **Fields Committee:** Carlos commented the new dugouts at BSP look great. The storage bins are built out and also look great. The windscreens are down at BSP. Construction materials are presently on site and will be removed prior to the season starting. Some replanting will need to be done. Carlos questioned the drop off location area in the park and asked if a location in the back could work due to safety reasons.
 - d) **Programs Committee:** Dave U. distributed copies of the winter program summaries. The Commission reviewed and questioned it and would like to see a spread sheet report comparing the last three years to focus on program enrollments. Dave U. will have a spread sheet for review at next month's meeting. Bob would also like Dave to have an annual report for 2007 for review.
 - e) **Parks Committee:** Dave J. questioned the fitness trails at BSP. Dave U. stated the trails were re-installed by the Eagle Scouts. Some pieces on the trail are missing and parts are obsolete. Bob asked if Steck's Nursery has been awarded the new contract. Dave U. stated they are officially on again. Dr. Dest will be available to look at our fields after July 1st. Dave J. discussed Devil's Glen is a town park along with other parks indicated on the town map. The Commission spoke on putting a map together with all parks and parcels in town. Dave J. will ask the land trust for a map of this.
- 6) **New Business:**
- a) **Weston High School Norwalk Grassroots Tennis Fundraiser; Alyssa Schaeffer:** see above
 - b) **Report on Parks & Recreation Dept. Office Relocation:** see above
 - c) **Other new business:** none
- 7) **Correspondence:** none
- 8) **Announcements:** none
- 9) **Adjournment:** Marc moved to adjourn the meeting at 9:51 p.m. Carl seconded motion. All in favor 6-0.

Respectfully submitted,

Gloria Sundlof
Adm. Asst.