



**Board of Parks & Recreation**  
Meeting Minutes

December 7, 2016

***Please be advised that these minutes are in DRAFT form and will not become "Public Record" until they are formally approved by the Board of Parks and Recreation at their next regularly scheduled meeting planned for January 25, 2017.***

**Board Attendees:** Nancy Caplan, Gary Dell'Abate, Frank DiVincenzo, Scott Johnson, and Rick Loh

**Staff Attendees:** Joe Siciliano, Susan Snyder, and Tom Greco

**Ex-Officio Attendees:** None

**Guest Attendees:** Leslie Yager

- I. The meeting was called to order at 6:32 p.m. in the Cone Room.
- II. A motion was made by Mr. Dell'Abate seconded by Mr. DiVincenzo to approve the Board Minutes from the October 26, 2016 meeting. 5-0-0
- III. Ms. Caplan opened the meeting by stating this is the last meeting for 2016. Meetings will resume in late January.

**IV. Sub-Committee Reports-Eastern Greenwich Civic Center, EGCC**

Mr. Dell'Abate reported that the Sub-committee met. The D'Andrea brother engineers were in attendance, they talked about the possibility of fixing the drainage issues on the EGCC site, allowing more room to build than originally thought. The original plan was to use the existing foot print to build a 35,000 sq. ft. building, the D'Andrea brothers, through their research, see footprint capabilities up to 60,000 sq. ft.

Mr. Siciliano stated there is a section of drainage pipe that goes under the trestle, it is owned by Metro North, they need to correct their problem. At the meeting, a discussion took place regarding installation of artificial turf on the field to correct some of the drainage issues which would increase playability, this would require approval from Wetlands. It was also suggested to combine facilities and include a rink in the plan as the Dorothy Hamill Rink is deteriorating.

Mr. Johnson added that Tony D'Andrea brought up the idea considering the two aging facilities requiring attention, there may be some added value by combining the two if you could get them to fit.

Mr. Siciliano stated this discussion took place in the 80's; Jackson Smith, a well-renowned architect suggested a rink be placed at EGCC and went as far as creating a drawing and model, however the rink was never executed at that site.

Mr. Siciliano added his fear is that the department has two failing facilities and neither are going to be dealt with. If we want a new and improved Civic Center, we need to make a decision of what we are going to go with, this impacts how much money will be allocated. A new EGCC is estimated to cost \$12M-\$15M at 35,000 sq. ft. It was decided that the Civic Center would be completed first, then the Rink, but if the Civic Center project doesn't progress, it keeps pushing the Rink project out. The Rink is out of code and is deteriorating after 47 years.

Mr. Dell'Abate inquired if there was a difference in price to build a new Rink at the current site versus a skating facility at the EGCC site. Mr. Siciliano replied, probably not, however there would be a

zoning issue. The current Rink already has zoning approval. To combine facilities at a secondary location would require zoning approval. Mr. Johnson stated there could be a benefit to shared parking.

Mr. Siciliano advised that a shared facility with the EGCC and the Rink would pose more of a scheduling problem, both the center and the Rink cannot be used at the same time without a parking problem.

Mr. Dell'Abate added that there is a group of people who want more than the Town is ready to give them at this time, and the big question is...how will their proposal (field house) be funded? They keep saying they will raise the funds. Mr. Dell'Abate suggested that they be given an amount of time to come up with the funds for the project, if they do not meet the deadline, the project has to go ahead without the field house.

Ms. Caplan suggested the plan be submitted at the 35,000 sq. ft. Ms. Caplan added she's asked Kirk Schubert to write a business case and is working with him to come up with a sketch—what if plan (operating costs, etc.)

Ms. Snyder stated that they don't know what they want to build, how can they raise money for something that they don't know what they want?

Mr. Siciliano added they are proposing 20,000 additional sq. ft., which would be at a max, ½ of a field inside and that's it, will that do it?

Ms. Caplan advised that she'd like them to come to the January meeting prepared with an operating budget and the percentage of operating costs they can recoup through fees.

Mr. Siciliano informed that there is no money being requested in next year's budget for the EGCC because the reality is that the \$200,000 allocated two years ago is still sitting there, the \$187,000 allocated as of July 1, 2016 is sitting there, unable to request any money for the 2017-18 fiscal year, and another year has been wasted.

Mr. Siciliano further added that the BET has been supportive by providing the seed money, but they may not be going forward, if the project doesn't move along.

Mr. Johnson suggested it may be beneficial to have a conversation with the BET to get an indicator of where the limitation is.

Mr. DiVincenzo recommended completing the project in two phases; plan for the 35,000 sq. ft. building and a field house, complete the main building and leave the space available for a field house to be built when the funds are raised.

Mr. Siciliano stated that there needs to be a viable design plan to move forward with.

Mr. Loh advised that he does not think that a proper rink with all the amenities that a proper rink would have should be combined at the civic center location. However, if you build a multi-use field house and place a rink inside for December – March, this could help with overflow skating.

A discussion ensued about the possibility of installing artificial turf on the field and bubbling it for winter months to be used as a field house.

Upon extensive discussion, Mr. Siciliano agreed to work on a formal timeline that can be shared with the users to ensure that the project stays on track.

**V. Sub-Committee Reports-Dog Season Extension-Greenwich Point-Gary Dell'Abate**

Mr. Dell'Abate reported that he met with two women a couple of months ago, but hasn't heard back as of yet.

Mr. Siciliano added he has met with the women also and they are trying to get the latter part of the season extended this year as a pilot program. They have innovative ideas and may have a real shot at being successful.

Mr. DiVincenzo added dog owners have not proven that they are responsible as it relates to their dogs on leash. In addition, the beach has turned into a sore, the dog owners don't clean up after their dogs. Last December, he was jumped on a dog that wasn't leashed. There is a great deal of people that would like to go to the beach, but don't go because of all the unleashed dogs. Mr. DiVincenzo read aloud an excerpt from a New York resident that he found from Yelp.com...

"We enjoyed this dog friendly park! For 3 months out of the year (starting Dec. 1st), dogs are allowed to roam freely off leash on this beautiful beach. We loved the 1 hour trail that loops around the coast back to the beach. Perfect winter beach for dogs and pet owners!"

Mr. Dell'Abate stated he is on the side of the dog owners who wish to extend the season, as there aren't as many people at the beach during the winter and the dog park isn't great. Mr. Dell'Abate stated he wished a temporary fence can be placed where dogs can run off leash in a designated area.

Mr. Greco added he and members of the Marine Division worked with Sgt. Thorne of the Greenwich Police Department on a pilot program that would provide a dog friendly area. The proposal went before the Health Department Board as the statues would need to change. At the meeting, members of the Health Board inquired if the Police Department would provide security (policing of the program), the response was that they didn't have the manpower and dog owners have not proven themselves. As a result, the pilot program never took off.

Mr. Dell'Abate stated as a dog lover and supporter, the dogs are not being properly served in this Town. The dog park isn't great, if you want the dogs off the beach, you need to give them a place to go where they can run, the dog park gets muddy, is near the sewer plant which is smelly.

Ms. Caplan informed that going forward, Board member's terms will be extended to June 30.

Nancy called for interested members to take on the position of Vice Chairman. Ms. Caplan recommended Mr. Dell'Abate.

Mr. Johnson added he's committed to help Mr. Dell'Abate when needed. Upon discussion, Mr. Johnson motioned to nominate Mr. Dell'Abate as Vice Chairman of the Board of Parks and Recreation seconded by Mr. Loh.

**RESOLVED, that the Board of Parks and Recreation nominates Gary Dell'Abate to serve as Vice Chairman through his current term which will expire June 30, 2017. 5-0-0**

**VI. Director's Report, Joe Siciliano**

Mr. Siciliano reported that the proposed fees for 2017-18 will go before the Board of Selectmen tomorrow. There are small incremental increases on an alternating basis every other year. The department is committed to a different fee structure for the pool when it opens in the summer of 2018. A meeting took place with the Golf User Group to discuss the budget and fee package; the materials were well received. The fee structure only had a \$1 increase in some categories in the last two years. Mr. Siciliano added that the Board of Selectmen typically hear the proposed fees at one meeting and vote the following meeting. Mr. Siciliano stated he is hopeful that they will vote at the same meeting considering there aren't any major adjustments.

Mr. Greco distributed and provided an update on the budget. **(ATTACHMENT A)** The BET established guidelines for the budget cycle; no more than 2% bottom line increase. The union contracts call for 2.25%, 2.50% pay increases. Labor is 83.5% of the department's total budget. Despite the fact that contract increases are greater than what the guidelines are, the department achieved a budget that met the 2% BET guidelines. As a result, full time equivalents are down by 3, reduced portion of the preschool program (reduced by 5 weeks) and a variety of reductions across the department. This is in addition to the reduction of \$98,000 this year.

Ms. Caplan suggested an “out of budget” request for when new parks come online. Mr. Siciliano replied that the department the was slated to lose 2 full time Park Gardeners last year, however with the addition of the new Cos Cob Park added to the park inventory, the department was able to negotiate to keep these positions with the extra 9 acres of parkland, as a result, the department had to reallocate some manpower, but those positions weren’t lost.

Mr. Greco further added that since 2009, the department’s head count has been reduced by 23 people. In 1998, 18 people were transferred to the department from the Board of Education, despite this increase of employees, we are currently down 1 employee from the headcount in 1997.

Ms. Caplan suggested cul-de-sac maintenance should be cut from the budget and be considered for volunteer opportunities.

Mr. Johnson inquired why the revenue from the Western Greenwich Civic Center, WGCC was so high compared to the Eastern Greenwich Civic Center. Ms. Snyder added that there is a daycare center that is renting at the WGCC. Mr. Johnson further inquired if a similar rental were established at the EGCC, would the new building project be any more appealing to the BET?

Mr. Siciliano replied that the daycare program at the WGCC was the anchor that gave the building some stability on the revenue stream which made the project more attractive. The anchor could be the OGRCC, since they are the renters of the EGCC. There is more revenue potential for a renovated EGCC.

Upon discussion of the budget documents, Mr. Siciliano stated that last year at the request of the Board, the department budgeted \$35,000 for a Master Plan for Greenwich Point. To date, none of the funds have been spent. This money needs to be earmarked in order to go into the next budget cycle without having any expenses against these budgeted funds. Will work on moving the project forward in early January.

**VII. Chairman’s Report, Nancy Caplan**

Ms. Caplan announced that the Friends of Greenwich Point are working on a planting project this weekend.

Ms. Caplan stated that she is working on getting together a foundation meeting.

Ms. Caplan advised that she is working with the Friends of Binney Park and Friends of Greenwich Point on a joint luncheon at the Innis Arden Cottage as a thank you.

Ms. Caplan informed that there will be a follow up meeting with Denise Savagueau on the Important Birding Area report in January.

Ms. Caplan is working on a pilot program which would bring goats to eat the invasive species at Greenwich Point.

Ms. Caplan asked that the board members begin to use their designated town ids starting in January. Also, she mentioned that she was contacted by SNAC regarding the change in term expirations from March to June.

**VIII. Harbor Management Commission-Scott Johnson**

Mr. Johnson stated the report is being revised and is going to come out shortly for general public comments.

**IX. Unfinished Business**

**X. New Business**

Ms. Snyder stated she met with Mr. Loh and Rink Manager, Rich Ernye to discuss the resurrection of the Rink Subcommittee. Ms. Snyder further added she put together a mission statement for the Rink Subcommittee which has been agreed on.

The committee wants to be certain they are ready to go working towards a reconstruction of the Dorothy Hamill Rink.

Ms. Snyder asked that the Board recognize and support the newly resurrected Sub Committee.

Mr. Siciliano stated he and members of the staff are scheduled to meet with high school's athletic director to discuss 2017 fall field scheduling as a result of the change in school start time

Mr. DiVincenzo stated he's impressed with all the work Lou Berlingo is doing at the golf course.

**XI. Public Comments**

**XII. Meeting adjourned 8:16 p.m.**

## Department of Parks and Recreation

### 2018 Revenue Budget

<u>Org</u>	<u>Description</u>	<u>2016 ACTUAL</u>	<u>2017 ORIG BUD</u>	<u>2018 BUDGET</u>	<u>Percent Increase</u>
812	Recreation - Organized Recreation	891,405	1,019,400	890,000	-12.7%
814	EGCC	198,409	165,383	193,987	17.3%
815	Community Centers	7,618	11,400	9,300	-18.4%
816	Ice Skating Rink	546,816	568,685	547,375	-3.7%
817	WGCC	247,070	260,920	261,160	0.1%
		<u>1,891,318</u>	<u>2,025,788</u>	<u>1,901,822</u>	<u>-6.1%</u>
822	P&T Parks	67,729	22,250	22,250	0.0%
825	P&T Equipment Maintenance	1,395	0	0	0.0%
829	P&T Trees	2,551	0	0	0.0%
		<u>71,675</u>	<u>22,250</u>	<u>22,250</u>	<u>0.0%</u>
831	Marine Supervision	782	0	0	0.0%
832	Marine Maintenance	4,548	4,500	4,500	0.0%
833	Marine Beaches	2,172,791	2,110,750	2,099,500	-0.5%
834	Marine Boating	863,931	781,510	859,550	10.0%
		<u>3,042,052</u>	<u>2,896,760</u>	<u>2,963,550</u>	<u>2.3%</u>
	Grand Total	<u>5,005,045</u>	<u>4,944,798</u>	<u>4,887,622</u>	<u>-1.2%</u>

## Department of Parks and Recreation 2018 Operating Budget

<u>Org</u>	<u>Description</u>	<u>2016 ACTUAL</u>	<u>2017 ORIG BUD</u>	<u>2018 BUDGET</u>	<u>Percent Increase</u>
801	Administration	997,655	989,745	1,107,548	11.9%
811	Recreation - Supervision	120,308	127,838	130,395	2.0%
812	Recreation - Organized Recreation	924,910	996,126	991,982	-0.4%
814	EGCC	388,045	398,100	404,343	1.6%
815	Community Centers	19,914	23,505	21,134	-10.1%
816	Ice Skating Rink	183,696	245,857	231,821	-5.7%
817	WGCC	269,677	280,803	281,524	0.3%
		<u>1,906,550</u>	<u>2,072,229</u>	<u>2,061,199</u>	<u>-0.5%</u>
821	P&T Admin	127,509	137,663	139,685	1.5%
822	P&T Parks	3,202,499	3,444,943	3,492,184	1.4%
825	P&T Equipment Maintenance	175,660	177,821	179,114	0.7%
829	P&T Trees	1,279,479	1,289,431	1,295,957	0.5%
		<u>4,785,147</u>	<u>5,049,858</u>	<u>5,106,940</u>	<u>1.1%</u>
831	Marine Supervision	223,532	232,006	234,457	1.1%
832	Marine Maintenance	666,507	707,415	716,511	1.3%
833	Marine Beaches	1,067,408	1,266,143	1,321,529	4.4%
834	Marine Boating	433,535	473,120	457,955	-3.2%
		<u>2,390,982</u>	<u>2,678,684</u>	<u>2,730,452</u>	<u>1.9%</u>
	<b>Grand Total</b>	<u><u>10,080,334</u></u>	<u><u>10,790,516</u></u>	<u><u>11,006,139</u></u>	<u><u>2.0%</u></u>

Capital Projects 15 Year Plan

Org	Capital Project	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2031-2032	TOTAL
816	Hamill Dehumidification - Desiccant Wheel		28,000					31,000					34,000				93,000
816	Hamill Dehumidification - Heat Return Wheel							31,000									31,000
816	Ice Resurfacer - Hamill Rink																135,000
816	Portable Skating Rink												60,000				2,200,000
816	Replace Ice Making Equipment			200,000	2,000,000												60,000
816	Zamboni Machine Batteries							15,000									49,900
822	Artificial Turf - Tuelfel Field / Middle Schools	100,000	1,800,000		1,800,000			1,800,000									5,400,000
822	Athletic Field Mowers				55,000												110,000
822	Compact Tractor Replacement	52,000															52,000
822	Organic Turf Program Equipment	25,000															25,000
822	Organic Turf Program	300,000	300,000	300,000	300,000	300,000	310,000	310,000	310,000	310,000	310,000	320,000	320,000	320,000	320,000	320,000	4,650,000
822	Park Lawnmowers	18,000	300,000	18,000	300,000	18,000	310,000	18,000	310,000	18,000	310,000	18,000	320,000	18,000	320,000	18,000	144,000
822	Park Restoration		425,000		40,000	1,250,000											3,315,000
822	Park Restoration	75,000															75,000
822	Pemberwick Park Playground																75,000
822	Playground Inspection & Upgrade Program	210,000	310,000	310,000	310,000	310,000	320,000	320,000	320,000	320,000	320,000	330,000	330,000	330,000	330,000	230,000	4,600,000
822	Tennis & Basketball Maintenance Program	121,000	127,000	127,000	127,000	133,000	133,000	135,000	135,000	135,000	135,000	135,000	140,000	140,000	140,000	140,000	1,998,000
822	School Landscape Program		25,000	25,000	25,000	25,000	27,500	27,500	27,500	27,500	27,500	30,000	30,000	30,000	30,000	30,000	387,500
822	Improvement to Pemberwick/Glenville					50,000		50,000									300,000
822	Resident Access to Byram River			50,000		250,000											300,000
829	Tow Behind Wood Chipper	60,000															60,000
832	Replace Work Boat (Skipper)		120,000														120,000
832	Stormwater Management Program	48,800	48,800	48,800	48,800	53,800	51,000	51,000	51,000	51,000	57,200	53,550	53,550	53,550	53,550	60,000	784,400
832	Workboat Outboard Motor	20,000			25,000	75,000											120,000
833	Beachcleaner - Mobile Surf Rake																75,000
833	Dredge Arch Street Ferry Dock			500,000													500,000
833	Ferry Drydock Inspection & Maintenance	275,000	275,000	280,000	280,000	290,000	290,000	300,000	300,000	300,000	300,000	320,000	320,000	330,000	330,000	340,000	4,550,000
833	Great Captain Island Dock Extension				50,000		450,000										500,000
833	Beach Sand Replacement				200,000								200,000				600,000
833	Replace Utility Carts (2)	33,500				33,500											100,500
833	Replace deck and Indian Harbor Ferryboat	500,000				3,000,000											3,500,000
833	Replace Island Beach Ferryboat																4,000,000
833	Electrical upgrade - IB Caretakers House	50,000															50,000
833	Greenwich Point Master Plan Phase 2			100,000													100,000
834	Cos Cob Ramp Phase II	350,000															350,000
834	Byram Ramp Phase II		500,000														500,000
834	Mania LED safety lighting upgrade	25,000															25,000
834	Dredge Byram Marina	1,500,000															1,500,000
834	Dredge GP Harbor Channel		100,000														1,100,000
834	Grass Island Launch Ramp Repair			150,000	1,000,000												1,50,000
834	Grass Island Marina Expansion	25,000			1,000,000												1,025,000
834	Seawall Repairs		80,000														280,000
	Total	3,788,300	4,138,800	3,108,800	6,260,800	5,803,300	3,481,500	3,098,500	1,343,500	1,226,500	1,234,800	1,306,550	1,482,550	1,246,550	1,338,550	5,156,300	43,915,300
	Prior Year Capital Projection (inc. vehicles)	4,745,000	3,461,000	4,797,000	1,570,000	6,749,000	2,013,000	3,564,000	1,830,000	1,570,000	1,707,000	1,957,000	1,704,000	1,581,000	1,673,000	Not Req'd	38,921,000
	Change	(956,700)	677,800	(1,688,200)	4,690,800	(945,700)	1,468,500	(465,500)	(486,500)	(343,500)	(472,200)	(650,450)	(221,450)	(334,450)	(334,450)	5,156,300	5,094,300

**Griffith E Harris Golf Course**

**2018 Operating and Revenue Budgets**

*Operating Budget*

<u>Org</u>	<u>Description</u>	2016 <u>ACTUAL</u>	2017 <u>ORIG BUD</u>	2018 <u>BUDGET</u>	Percent <u>Increase</u>
824	Griffith E Harris Golf Course	1,795,566	1,954,504	1,982,784	1.4%

*Revenue Budget*

<u>Org</u>	<u>Description</u>	2016 <u>ACTUAL</u>	2017 <u>ORIG BUD</u>	2018 <u>BUDGET</u>	Percent <u>Increase</u>
824	Griffith E Harris Golf Course	1,952,648	1,960,458	2,001,603	2.1%

**Department of Parks and Recreation  
2017 - 2018 Fifteen Year Capital Plan  
Griffith E. Harris Golf Course**

Org	Item	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	2013-2032	Total
	<b>Capital Improvements</b>																
824	Cart Path Renovations			25,000		25,000	25,000					25,000				25,000	75,000
824	Patio Awning Replacement					25,000											50,000
824	Rest/Clubhouse Renovation				200,000	1,200,000											1,400,000
824	Replace Protective Structures	25,000									40,000						65,000
824	Pump Room Roof Replacement						125,000										125,000
824	8th Hole Restroom							60,000	450,000								510,000
824	Replace Driving Range Net		25,000							25,000							75,000
824	Dredge Woolley Pond												1,500,000				1,500,000
824	Tee Leveling														25,000	25,000	25,000
824	Master Plan Projects		30,000		30,000		30,000			35,000		35,000		35,000		35,000	195,000
	Total Improvements	25,000	55,000	25,000	230,000	1,225,000	180,000	60,000	450,000	60,000	40,000	60,000	1,500,000	60,000	50,000	85,000	4,020,000
	<b>Capital Equipment</b>																
824	Landscaping and Turf Equip.	57,000	41,000	68,000	62,000	27,000	50,000	37,000	43,000	80,000	38,000	39,000	40,000	41,000	87,000	45,000	755,000
824	Various Vehicles					40,000		110,000	42,000					110,000	42,000		302,000
	Total Equipment	57,000	41,000	68,000	62,000	67,000	50,000	147,000	85,000	80,000	38,000	39,000	40,000	41,000	197,000	87,000	1,057,000
	<b>Total Capital</b>	<b>82,000</b>	<b>96,000</b>	<b>93,000</b>	<b>292,000</b>	<b>1,292,000</b>	<b>230,000</b>	<b>207,000</b>	<b>535,000</b>	<b>140,000</b>	<b>78,000</b>	<b>99,000</b>	<b>1,540,000</b>	<b>101,000</b>	<b>247,000</b>	<b>172,000</b>	<b>5,077,000</b>