



WESTPORT CONNECTICUT  
PARKS AND RECREATION DEPARTMENT  
LONGSHORE CLUB PARK  
260 SOUTH COMPO ROAD  
WESTPORT, CT 06880

### LEGAL NOTICE OF MEETING

Notice is hereby given that the Parks and Recreation Commission will hold a public meeting on Wednesday, July 21, 2021 at 7:30pm. Pursuant to the Governor's Executive Order No.7B, there is no physical location for this meeting. It will be held electronically. Meeting materials will be available on the Meeting List & Calendar page of the Town website at [westportct.gov](http://westportct.gov), along with the meeting notice.

#### Instructions to attend:

+1 646 876 9923

Meeting ID: 899 4101 8229

Passcode: 112050

1. Approval of Minutes: April 21, 2021 and June 16, 2021
2. Public Comment
3. Reports of
  - Boating Advisory Committee
  - Golf Advisory Committee
  - Parks Advisory Committee
  - Racquets Advisory Committee
  - Levitt Pavilion Sub-Committee
4. To take such action as the meeting may determine to approve the plan and an appropriation request relative to the Riverside Park improvements.
5. To take such action as the meeting may determine to approve an appropriation request relative to the Longshore Capital Improvement Plan.
6. Commissioner Reports
7. Administrative Report

Charles Haberstroh, Chairman  
Parks and Recreation Commission

*It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport's ADA Coordinator at 203-341-1043 or [eflug@westportct.gov](mailto:eflug@westportct.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.*

## D R A F T



**Town of Westport  
Parks & Recreation**  
WESTPORT PARKS AND RECREATION COMMISSION  
Longshore Club Park, 260 South Compo Road  
Westport, CT 06880

April 23, 2021

The Westport Parks and Recreation Commission held a meeting on Wednesday, April 21, 2021 @7:34pm. Pursuant to the Governor's Executive Order No. 7B, there was no physical location for this meeting. It was held electronically and recorded via Zoom.

**Members Present:**

Charles Haberstroh, Chairman, Alec Stevens, Stephen Axthelm, Edward Iannone

**Absent:**

Kate Kirby

**Also Present:**

Jennifer Fava, Director of Parks and Recreation; Rick Giunta, Deputy Director; Peter Ratkiewich, DPW Director; along with members of the public.

**1. Approval of Minutes**

Upon a motion by Edward Iannone, seconded by Alec Stevens, the minutes of the Parks & Recreation Commission meeting of February 10, 2021 were approved 3-0-1 (one abstains, one absent).

Upon a motion by Alec Stevens, seconded by Stephen Axthelm, the minutes of the Parks & Recreation Commission meeting of March 17, 2021 were approved 4-0 (one absent).

**2. Public Comment:**

Tom Lowrey, 4 Gristmill Lane requested an agenda item be added to next month's Parks and Recreation Commission meeting. He would like the Commissioners to discuss the future of the skate park, as well as adding 2 more pickleball courts at Compo Beach.

**Reports of:****Boating Advisory Committee – Jennifer Fava Reported**

- There have not been any meetings, due to lack of members.
- People have been bringing in their boats since April 1<sup>st</sup>.
- May 1<sup>st</sup>, both marinas will be fully operational.
- Longshore marina launch ramp has been repaired and resurfaced.

**Golf Advisory Committee – Jennifer Fava Reported**

- The Golf Advisory Committee met on April 12.
- 260 rounds of golf were recorded for the month of March, a first since 2016.
- Overseeding, bunker repair, the leveling out of low spots are all being worked on. Aeration of the fairways has also taken place.
- The new golf carts arrived on Monday. They were delayed due to COVID supply chain issues.

# D R A F T

- 17<sup>th</sup> Practice area and the 14<sup>th</sup> bunker repair were delayed due to health emergency. Anticipated to start around May 10.
- As of May 1, masks will no longer be required for two people using a cart, per CSA.
- Ball washers are being placed on the course.
- Golf handpasses have increased over 700%.

## **Parks Advisory Committee – Reported by David Floyd**

- The Parks Advisory Committee met on April 5.
- April 24, 2021 is “Clean Up Westport Day. The Parks Advisory Committee will be focusing their efforts at Riverside Park and Grace Salmon Park.
- Numerous groups of people and organizations will also be participating in the clean up throughout town.
- Parks and Recreation has offered 6 free garbage bags to participating groups and will be picking up the filled trash bags.

## **Racquets Advisory Committee – Reported by Jennifer Fava.**

- Working to open Longshore tennis courts earlier this year, hopefully by early May.
- Staples and Town Farms tennis courts are open. There are repairs to be made at Town Farms.
- Doubleday will not open until repairs are made to the courts. Repairs are weather dependent.

## **Levitt Pavilion Sub-Committee – Reported by Charles Haberstroh**

- The committee is scheduled to meet on April 29, 2021.

- 4. To take such action as the meeting may determine regarding a fence along the Jesup Green seawall.** Jennifer Fava stated that the construction of a fence has been brought up numerous times in the past and it is becoming a continuous issue. As this area is being used by a greater number of people and to prevent further accidents, there is a recommendation to install a fence along the top of the seawall. DPW is currently repairing the seawall where work is needed. This would be a suitable time to address the fence issue.

Jennifer Fava introduced Peter Ratkiewich, DPW Director to present this project.

Peter Ratkiewich reviewed the history and the current condition of the seawall. He also discussed in-depth the need for the railing, as well as the type of railing to be installed and he provided the Commissioners with pictures of the style/type of railing to be installed, along with a map depicting the location and length of the railing. DPW is seeking support from the Parks and Recreation Commission before moving on to the Village District Committee.

Peter Ratkiewich answered the various questions by the Commissioners. He discussed in length the material to be used and stated that this fence meets the Pedestrian Protection Code, however it is not a guardrail and as such, does not meet the guardrail code.

There was no public comment.

# DRAFT

**Upon a motion by Alec Stevens, seconded by Steve Axthelm, and passed unanimously 4-0 (1 absent)**

**RESOLVED:** that the Parks and Recreation Commission supports the installation of a fence as described in the proposal along the Jesup Green seawall.

## 5. Riverside Park Project Update (Discussion Only).

Jennifer Fava stated that through the Town's selection process, SLR International Corporation (formerly Milone & MacBroom) had been selected and retained by the Parks and Recreation Department to provide design services for Riverside Park. So far, they have participated in two Parks Advisory Committee Meetings and will be meeting again on Monday, 4/26.

Jennifer Fava asked David Floyd, Chair of the Parks Advisory to discuss the Riverside Park Project.

David Floyd said that the Parks Advisory Committee felt that the Riverside Park was not being fully utilized by people as much as it could be. Last year, the park had a lot of overgrown trees (blocking views), unkempt bushes and large boulders and it also lacked accessibility to the river. A major clean-up took place, removing selected trees and eliminating non-essential bushes and boulders. A large area was leveled out and seeded, creating a larger lawn area.

This spring, SLR went to Riverside Park to review it and create a plan. They presented their findings to the Parks Advisory Committee on April 5 with their preliminary thoughts on how to improve the park. The Parks Advisory Committee is meeting again on April 26, where SLR will present more concrete plans. Ultimately, these plans will be presented to the Parks and Recreation Commission for their review.

There was no public comment.

## 6. Parks Advisory Committee – Proposed Website Enhancements (Discussion Only).

Jennifer Fava said that the Parks Advisory Committee has been discussing how to make the Parks website more engaging to the public. Potentially using drone footage, enhanced mapping, higher resolution pictures, etc.

David Floyd, Chair of the Parks Advisory Committee reviewed with the Commissioners the enhancement ideas on how the PAC envisions the parks webpage in the future. Nat Brogadir and Rob Feakins (PAC members), along with a member from Parks and Recreation have been working with Darrell DeMakes, e-Government Coordinator to learn how they can revamp the webpages. This is an ongoing project.

There was no public comment.

## 8. Commissioners Report – None

## 9. Administrative Report: Jennifer Fava

- Reviewed the Governor's announcement regarding the wearing of masks. Waiting to hear back from the State on guidance moving forward.
- Seasonal staff is being hired and contracts are going out.
- Parking emblems sold through April 15: 6,734 equaling to \$510,115.
- Popular programs this spring/summer are: Adult/Youth tennis, adult pickleball, youth golf.
- The waitlist numbers for beach lockers have been reduced due to turnover.

# DRAFT

- Plans are to open the Longshore pool this summer, with limited capacity. As of now, there will be a reservation system in place and no chairs or showers allowed.
- The fitness court project at Compo Beach will not be moving forward.
- The parking system at Compo Beach is moving forward. There was a slight delay due to COVID supply chain issues.
- The Compo Beach parking lot will open to full capacity, starting May 1.
- This year, daily passes will be available for purchase.
- The selling of non-resident passes is still on hold.
- Preparing for the Memorial Day parade. It may look different this year, with less participants, more social distancing.
- Waiting for more guidance from the State regarding the July 4<sup>th</sup> fireworks. A decision will be made soon.
- RECing crew will be held at Coleytown Middle School and Camp Compo will be held at Long Lots to meet State COVID requirements.
- Tomorrow night the Parks and Recreation Department will go before the RTM Parks and Recreation Committee and Finance Committee regarding the budget and then the full RTM budget vote is on May 3.
- There were 45 slip turnovers at Compo and 14 at Longshore, vs. 58 and 16 the previous year.
- Kayak turnover was 45 at Compo and 2 at Longshore, vs. 56 and 1 the previous year.
- The marina will be at 100% capacity this year.

**Upon a motion by Alec Stevens, seconded by Steve Axthelm, the meeting adjourned at 9:25pm.**

Respectfully,  
Debbie Detmer, Recording Secretary

# DRAFT



**Town of Westport  
Parks & Recreation**  
WESTPORT PARKS AND RECREATION COMMISSION  
Longshore Club Park, 260 South Compo Road  
Westport, CT 06880

June 17, 2021

The Westport Parks and Recreation Commission held a meeting on Wednesday, June 16, 2021 @7:42pm. Pursuant to the Governor's Executive Order No. 7B, there was no physical location for this meeting. It was held electronically and recorded via Zoom.

**Members Present:**

Charles Haberstroh, Chairman, Kate Kirby, Stephen Axthelm

**Absent:**

Alec Stevens, Edward Iannone

**Also Present:**

Rick Giunta, Deputy Director; James Adrian, Chairman of the Gridiron Club; along with members of the public.

**1. Approval of Minutes**

Approval of the April 21, 2021 minutes were deferred until the July meeting due to lack of present members needed to approve.

Charles Haberstroh took a few minutes to speak about the inaugural "ALS-Lou Gehrig Day" which took place at Yankee Stadium on June 2, 2021. His eldest son is Co-chair of the committee that worked tirelessly for two years with the Major Baseball League Baseball to achieve this commitment from MLB to annually raise awareness and funding to beat ALS. All 30 leagues participated. It was a momentous occasion for all ALS patients.

**2. Public Comment:**

Mike Durkin, 1 Norfolk Drive stated that Westport is building a great paddle program. As such, there is a heavy demand for courts and he is requesting that the Town support the paddle community by constructing two more paddle tennis courts and a warming hut.

*Charles Haberstroh replied that he would be reviewing the status of the Longshore Site Plan during the Administrative Review. However, he did confirm that two firms made it through the selection process. Final follow up questions will be given to those two firms next week. Both firms have pledged to have the process done within six months, with the start of the project beginning later in the year 2021.*

Jay Walshon, 67 Roseville Road said he is supporting Tom Lowrie's request in asking that the Skate Park be placed on the Parks & Recreation Commission's agenda for July.

Tom Lowrie, 4 Gristmill Lane is also requesting that the Skate Park be placed on the Parks and Recreation Commission's agenda for July. He feels that the Skate Park should be recreated in concrete, and he would like to see the creation of two additional Pickleball courts.

# DRAFT

*Charles Haberstroh said he will consider putting it on the agenda next month or September, as there may not be a meeting in August.*

## Reports of:

### **Boating Advisory Committee – Rick Giunta Reported**

- Due to the COVID effect, boats are slowly coming into the marina. They may be waiting to get commissioned, parts or waiting for new boats.
- Boaters have been sending in positive comments.

### **Golf Advisory Committee – Rick Giunta Reported**

- The GAC held a meeting on June 8, 2021.
- May rounds were 5,423, 629 rounds.
- The last time rounds were over 5,000 in the month of May, was in 2015.
- New netting has been ordered for the perimeter of the driving range. When the material comes in, it will be installed by the vendor, which could be several weeks out.

### **Parks Advisory Committee – Reported by David Floyd**

- The Parks Advisory Committee met on May 17. During that meeting SLR Consulting presented their first draft proposal along with estimated costs for various improvements at Riverside Park. Based on the estimates, the discussion focused on the higher priorities. SLR is working with Jennifer Fava and Steve Edwards on a recommended plan going forward and will present it to the PAC in the next month or two.
- Work is continuing on how to showcase the various parks on the Town's website.

### **Racquets Advisory Committee – Reported by David Ascelrod @8:39pm**

- The RAC has met in both May and June.
- Heavy use was reported for all of the racquet facilities.
- There is a shortage of platform and pickleball courts, based on play.
- Tennis Courts:
  - The Longshore tennis courts were in rough shape the past couple of weeks, however Parks and Recreation applied calcium chloride and water to the courts to rejuvenate them, which has worked.
  - Tennis pros seem to be monopolizing courts on the weekends. Suggest putting a person on-site to monitor the courts. Also suggest expanding the Chelsie reservation system.
- Platform Courts:
  - Courts are playing fine.
  - Would suggest putting another pickleball court between the tennis courts.
  - The court surfaces need to be resurfaced.
- Pickleball Courts:
  - The sport continues to grow.
  - Requesting additional courts.
  - Suggest setting a schedule for the limited courts.
  - There are cracks in the courts at Compo Beach.

# DRAFT

## **Levitt Pavilion Sub-Committee** – Reported by Charles Haberstroh

- The committee met on April 29, 2021 and the Levitt presented their sound protocols.
- The first concert was held on Monday night and there were no sound complaints. Steve Axthelm attended it as well and stated that the music was comfortable to listen to.
- There was a preliminary meeting last Saturday with the sound consultants that Charles Haberstroh attended. The discussion focused on how to better monitor the sound. The consultants will be returning to the Levitt during a full concert to test various sound levels around different locations, as well as throughout the Levitt.
- Due to CoVid reopening guidance during the spring, the Levitt is rapidly putting the balance of their schedule together.

## **4. To take such action as the meeting may determine regarding a request to name the Staples Wrecker Field “Paul Lane Field”.**

Charles Haberstroh spoke about his personal relationship with Coach Lane and what an inspiration he was to his family, as well as the community. Sadly, Paul Lane passed away on June 15.

Kate Kirby stated that her family is friends with the Lane family and has a fondness for them.

Charles Haberstroh introduced Jim Adrian, Chairman of the Gridiron Group.

Jim Adrian spoke in-depth about Coach Paul Lane’s football coaching career and how instrumental he was in the growth of football within the Town of Westport. He also spoke about how Coach Lane nurtured and mentored athletes from their PAL years, all the way through High School. Coach Lane sent seven (7) Staples Wrecker quarterbacks to play for Division 1 Teams, two of which were his sons. Coach Lane put Staples on the “Football Map” over fifty years ago with his biggest win in 1967 by beating Stamford Catholic H.S. 8 to 0, breaking Stamford’s 30 game winning streak. Coach Lane has served the Town for three (3) decades. His moral and ethical qualities comport with the Town’s high standards and policies. All of Coach Lane’s accomplishments cannot be encompassed in this brief paragraph.

### **Commissioner Comment:**

Charles Haberstroh, Steve Axthelm and Kate Kirby are all in favor and support of naming the field “Coach Paul Lane Field”.

### **Public Comment:**

Jay Walshon, 67 Roseville Road said he feels this request should be approved and passed quickly.

Charles Haberstroh read the Resolution but wanted to amend it include the word “Coach”. There were no objectives from the Commissioners.

**Upon a motion by Charles Haberstroh, seconded by Steve Axthelm, and passed unanimously 3-0 (2 absent)**

**AMENDED RESOLUTION:** that the Parks and Recreation Commission supports the request to name the Staples Wrecker Field the “Coach Paul Lane Field”

## **8. Commissioners Report**

- Stephen Axthelm requested that the Skate Park be on the agenda next month.



**9. Administrative Report: Rick Giunta**

- The Longshore pool is open as normal.
- Total beach emblem sales:
  - 2020 - 14,079
  - 2021 YTD - 16,688
- There is a significant increase in Weston beach emblem sales.
  - 2020 - 759
  - 2021 YTD Weston emblems sold are 1,130
- Tennis handpass sales:
  - 2020 – 339
  - 2021 YTD – 415
- Golf handpass sales:
  - 2020 - 1,682
  - 2021 YTD – 1,772
- Camp Enrollment – Note that 2021 enrollment was limited to adjustments for COVID guidelines.
  - RECing Crew  
(Comparing 2019 to 2021, as camp was cancelled in 2020 due to COVID)
    - 2019 - 1,188
    - 2021 - 493
  - Camp Compo  
(Comparing 2019 to 2021, as camp was cancelled in 2020 due to COVID)
    - 2019 - 789
    - 2021 – 585

Charles Haberstroh spoke about the Longshore Site Plan and some of the reasonings for its delay in getting off the ground. Progress has been made, as eight (8) bids were reviewed by the three (3) person committee. Of those eight, 2 are in the final questioning stage. It will not be a Masterplan, but a series of projects.

**Upon a motion by Stephen Axthelm, seconded by Kate Kirby, the meeting adjourned at 8:47pm.**

Respectfully,  
Debbie Detmer, Recording Secretary

# Parks and Recreation Commission

**Meeting Date:** July 21, 2021

**Agenda Item:** # 4

To take such action as the meeting may determine to approve the plan and an appropriation request relative to the Riverside Park improvements.

**Background Information:**

SLR Consulting has been working with the Parks Advisory Committee over the past several months on a plan for improvements to Riverside Park.

**Back-up Documents:**

Memo from Jennifer A. Fava, Director of Parks and Recreation dated July 16, 2021

Westport Riverside Park Concept Plan

Riverside Park Conceptual Budget for Improvements

**Staff Recommendation:**

Staff recommends adoption of the plan and approval of request for appropriation.

**Resolution Format:**


The Parks and Recreation Commission approves the plan and appropriation request in the amount of \$510,000.00 relative to the Riverside Park improvements.



## WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT  
LONGSHORE CLUB PARK  
260 SOUTH COMPO ROAD, WESTPORT, CT 06880  
(203) 341-5090

MEMO TO: Parks and Recreation Commission

MEMO FROM: Jennifer A. Fava, Director of Parks and Recreation 

DATE: July 16, 2021

RE: **Riverside Park Improvements**

SLR Consulting was hired to develop a design plan for improvements to Riverside Park. The development of this plan has been a focus of the Parks Advisory Committee over the past several months. SLR has met with the PAC on five separate occasions since March 2021 to gather input and make adjustments based on feedback received during these public meetings.

Riverside Park is designated as a DOSRD 3 property by Planning & Zoning and therefore is limited to passive use. In addition to this, the Committee desires to utilize resources available on site and to maintain a very natural feel. The focus of the enhancements is to improve accessibility and to open up and create multiple vistas throughout the property.

The conceptual design plan has been broken out into three (3) separate areas for ease of discussion. You will also see an area noted as “future phase improvements.” This portion includes an overlook platform, as well as a boardwalk that traverses through the marsh area and would connect with the walkway that already exists along the river. The PAC is in favor of this feature, but due to the cost of this item and state permitting requirements, it was determined that it should be looked at for a future phase.

The attached budget breaks out the current portion of improvements related to the three (3) areas, as well as the future phase. The total cost for the plan of improvements we would like to proceed with at this time is \$510,000.00.

Therefore, we are asking to move forward with a request for an appropriation in the amount of \$510,000.00.

attachments





**A** PROVIDE PAVED PARKING AREA FOR 10 CARS, INCLUDING 1 DEDICATED ACCESSIBLE SPACE AND ADD BICYCLE RACKS TO PROMOTE ALTERNATIVE MODES OF TRANSPORTATION. MAINTAIN THE EXISTING CURB CUTS AND ACCESS FOR MAINTENANCE VEHICLES INTO THE SITE.

PROVIDE CONTINUOUS CONCRETE SIDEWALK ALONG RIVERSIDE AVENUE

EXTEND THE NATURALIZED WOODLAND EDGE ALONG THE RESIDENTIAL PROPERTY WITH NATIVE SHRUBS AND FLOWERING TREES

DIRECT RUNOFF FROM THE PARKING AREA TO AN EXISTING LOW AREA TO CAPTURE AND TREAT STORMWATER. PLANT THE BASIN WITH WILDFLOWERS AND NATIVE PERENNIALS AND ADD PICNIC TABLES

**B** EXISTING ACCESS AT FORMER DRIVEWAY TO BE RE-DESIGNED AS ACCESSIBLE PEDESTRIAN ENTRANCE WITH LARGE STONE SLAB PAVERS

STRENGTHEN WOODLAND PLANTINGS ADJACENT TO RESIDENCES WITH A MIX OF NATIVE FLOWERING TREES AND SHRUBS

CREATE A NATURALIZED EDGE WITH NO-MOW GRASSES, WET MEADOW, AND POLINATOR PLANTINGS. UTILIZE LANDFORM AND PLANTED EDGES TO CREATE UNIQUE SPACES TO ENJOY & EXPLORE

PROVIDE PICNIC OR SEATING SPACES TUCKED WITHIN THE LANDSCAPE

PROVIDE A WETLAND EDGE DESTINATION PLATFORM FOR BIRDWATCHING POTENTIAL FOR AN ARTISTIC BIRD BLIND FEATURE

MAINTAIN THE OPEN PASSIVE NATURE AND VIEWS ACROSS THE LAWN

**A** PROVIDE AN ACCESSIBLE ROUTE TO DESTINATION VISTAS

ADDRESS THE REMOVAL OF INVASIVES AND THE ESTABLISHMENT OF NATIVE VEGETATION IN THE FILL AREA TO THE NORTH TO IMPROVE THE ECOLOGICAL VALUE

CREATE AN ACCESSIBLE VISTA NEAR THE EMBAYMENT FOR SITTING AND SUNBATHING

**B** CREATE A LEVEL AND STABLE TRAIL OF REPURPOSED STONE TO ACCESS THE PROMONTORY. INCORPORATE INFORMAL SEATING/VISTA OPTIONS ALONG THE PATH

PROVIDE AN OVERLOOK DESTINATION WITH STEPPED LANDINGS NESTLED INTO THE ROCKY PROMONTORY

REPLANT DISTURBED VEGETATION AND RETAIN THE STONY TERRAIN TO PROVIDE A MORE ADVENTUROUS EXPERIENCE IF DESIRED

**A** CONSTRUCT AN ACCESSIBLE ROUTE TO VISTA DESTINATIONS. MAINTAIN A NATURAL APPEARANCE BY UTILIZING NATURAL STONE OR CRUSHED GRANITE

INTERNAL NATURAL PATHWAYS PROVIDE ACCESS THROUGH EXISTING VEGETATION AND NEW NATIVE PLANTINGS

RE-UTILIZE STONE RUBBLE FROM THE SITE TO DEFINE SPACES, OR TO CONSTRUCT SEATING OR SEAT WALLS

CREATE RUSTIC SPACES FOR PICNICING AND SEATING DOTTED WITHIN THE LANDSCAPE

THE GRASSY PENINSULA BELOW THE COASTAL JURISDICTION LINE WILL REMAIN UNDEVELOPED

**B** REMOVE INVASIVE THICKETS ALONG THE PERIMETER OF THE PENINSULA TO OPEN UP VIEWS AND CREATE VISTA DESTINATIONS UPRIVER

ESTABLISH NATIVE PLANTINGS TO IMPROVE ECOLOGICAL DIVERSITY AND HABITAT

PROVIDE INFORMAL MOWN FOOTPATHS THROUGH PLANTINGS TO VISTA POINTS OVERLOOKING THE LANDSCAPE ACROSS THE TIDAL MARSH

**C** FUTURE DEVELOPMENT POTENTIAL:  
CONSTRUCT A BOARDWALK CONNECTION WHICH WILL PROVIDE A UNIQUE ENVIRONMENTAL EXPERIENCE AND LINK TO THE PEDESTRIAN WATERFRONT PATHWAY TO THE NORTH



Riverside Park  
Conceptual Budget for Improvements

Item	Quantity	Unit	Unit Cost	Totals	Remarks
<b>Area 1 Riverside Avenue interface and Landscape Improvements (Appx. 1.6 Acres)</b>					
					<i>Subtotal:</i>
<b>Constructed Improvements:</b>					<b>\$104,790</b>
Parking Area - repave and maximize use	700	SY	\$50.00	\$35,000	<i>includes site prep/removals</i>
Demo & Removals of existing bituminous sidewalk	1	LS		\$8,000	
Concrete Sidewalk Infill (assume 5" over 8")	1900	SF	\$11.00	\$20,900	
Curbing - concrete	240	LF	\$30.00	\$7,200	
Road repair	30	SY	\$75.00	\$2,250	
Timber guardrail/cobble filtration shoulder	140	LF	\$60.00	\$8,400	
Bicycle Rack	2	EA	\$1,800.00	\$3,600	<i>Support alternative transport modes</i>
Pedestrian Entry at former driveway - stone slab pavers	180	SF	\$28.00	\$5,040	<i>Formal entrance feature for walkers</i>
Wood picnic tables and benches	6	EA	\$1,200.00	\$7,200	
Platform Destination at wetland (10 x 15)	150	SF	\$48.00	\$7,200	
<b>Landscape Remediation - Invasive Management and Native Plantings</b>					<b>\$96,750</b>
Bioinfiltration swale-custom soil mix and plantings	1000	SF	\$4.00	\$4,000	<i>Direct &amp; filter runoff from paved parking area through naturally low area</i>
Landscaped Buffer adjacent to residential parcels	4000	SF	\$12.00	\$48,000	<i>Clear invasives, make screening more robust with native vegetation</i>
Meadow Planting / Pollinator Plantings	3500	SF	\$3.50	\$12,250	<i>Ecological &amp; aesthetic feature in wet areas unresponsive of lawn</i>
Gulley behind boulders - remediation	1	LS		\$10,000	<i>invasives clearing and new native plantings for ecological value</i>
Upland Wetland area - remediation	1	LS		\$12,500	<i>invasives clearing and new native plantings for ecological value</i>
Lawn Area - amend existing as needed	4000	SY	\$2.50	\$10,000	
<b>Sub Total</b>				<b>\$201,540</b>	
<b>Area 2 - Northern Peninsula - Recreational and Landscaping Improvements (Appx 1.2 Acres)</b>					
					<i>Subtotal:</i>
<b>Constructed Improvements:</b>					<b>\$66,300</b>
Constructed Lawn Path with gravel base	3500	SF	\$4.00	\$14,000	<i>Build up over existing irregular terrain</i>
Accessible Trail - stabilized aggregate	3200	SF	\$9.00	\$28,800	<i>ADA Accessible trail</i>
Vista destination, riverfront	2	EA	\$1,500.00	\$3,000	
Vista destinations - northern perimeter	2	EA	\$4,000.00	\$8,000	
Rustic Seating/Picnic areas (Inland)	5	EA	\$2,500.00	\$12,500	<i>Utilize existing stone for seat walls</i>
<b>Landscape Remediation - Invasive Management and Native Plantings</b>					<b>\$38,000</b>
Northern perimeter and tidal marsh	1	LS		\$20,000	<i>Necessary to locate and develop river vista points and boardwalk</i>
Inland	1	LS		\$18,000	<i>Inland, related to seating/picnic destinations</i>
<b>Sub Total</b>				<b>\$104,300</b>	

Riverside Park  
Conceptual Budget for Improvements

Item	Quantity	Unit	Unit Cost	Totals		
<b>Area 3 - Landscaping and Ecological Improvements (Appx. .75 Acres)</b>						
<b>Constructed Improvements:</b>						<i>\$47,860</i>
Accessible trail 6' wide - stabilized aggregate on grade	840	SF	\$9.00	\$7,560	<i>At-grade trail link from lawn area</i>	
Accessible trail 6' wide - stabilized aggregate over riprap	900	SF	\$9.00	\$8,100	<i>Rocky promontory area</i>	
Stone Overlook Destination	1	LS		\$25,000		
Wood deck platform destination - embayment	1	LS		\$7,200	<i>Accessible destination feature located above tidal embayment</i>	
<b>Landscape Remediation - Invasive Management and Native Plantings</b>						<i>\$46,500</i>
Rubble/woodland area	1	LS		\$24,000	<i>Potential future rock scramble feature</i>	
Penninsula, related to trail construction	1	LS		\$10,000	<i>Rocky promontory clearing for construction and repopulation</i>	
Southern perimeter and tidal marsh	1	LS		\$12,500	<i>Perimeter adjacent to and within tidal flatlands</i>	
<b>Sub Total</b>				<b>\$94,360</b>		
<b>Subtotal - Future Phase Improvements</b>				<b>\$400,200</b>		
<b>5% Minor Items</b>				<b>\$20,010</b>	<i>Site signage, other incidental items</i>	
<b>20% Contingency</b>				<b>\$80,040</b>		
<b>Total</b>				<b>\$500,250</b>		
<b>Rounded Total</b>				<b>\$510,000</b>		
<b>Note:</b>						
This conceptual budget is intended to provide an order of magnitude suitable for planning purposes. Detailed planning and design will require refinement of costs shown. Conceptual costs do not include allowances for design, engineering, land acquisitions, easements, or construction inspection. Budget estimates for these items may be developed during detailed design.						
<b>Future Phase Improvements:</b>						
	<b>Quantity</b>	<b>Unit</b>	<b>Unit Cost</b>	<b>Totals</b>	<b>Remarks</b>	
<b>Elevated Boardwalk through tidal marsh - State Permitting Required</b>						
Accessible Trail - stabilized aggregate	800	SF	\$9.00	\$7,200		
Custom overlook platform -timber decking, accessible	240	SF	\$130.00	\$31,200		
Elevated Boardwalk (pedestrian only, elevation TBD)	300	LF	\$1,000.00	\$300,000	<i>Provides link to existing riverfront walkway to the North</i>	
<b>SubTotal</b>				<b>\$338,400</b>		
<b>5% Minor Items</b>				<b>\$16,920</b>		
<b>20% Contingency</b>				<b>\$67,680</b>		
<b>Total</b>				<b>\$423,000</b>		
<b>Rounded Total</b>				<b>\$430,000</b>		

# Parks and Recreation Commission

**Meeting Date:** July 21, 2021

**Agenda Item:** # 5

To take such action as the meeting may determine to approve an appropriation request relative to the Longshore Capital Improvement Plan.

**Background Information:**

The objective of this project is to create an overall capital improvement plan for Longshore Club Park and is included in the Parks and Recreation Department Five Year Capital Forecast.

**Back-up Documents:**

Memo from Jennifer A. Fava, Director of Parks and Recreation dated July 14, 2021

**Staff Recommendation:**

Staff recommends approval of appropriation request.

**Resolution Format:**

The Parks and Recreation Commission approves the appropriation request in the not to exceed amount of \$95,000.00 relative to the Longshore Capital Improvement Plan.





## WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT  
LONGSHORE CLUB PARK  
260 SOUTH COMPO ROAD, WESTPORT, CT 06880  
(203) 341-5090

MEMO TO: Parks and Recreation Commission

MEMO FROM: Jennifer A. Fava, Director of Parks and Recreation

DATE: July 14, 2021

RE: **Longshore Capital Improvement Plan**



Prior to the pandemic shutdown, an RFP was issued for architectural and engineering services to establish a Capital Improvement Plan for Longshore Club Park. This project is included in the Parks and Recreation Department Five Year Capital Forecast in the amount of \$85,000.00 in FY20/21.

The objective of this project is to create an overall capital improvement plan for the park that will best meet the needs of the multiple user groups that utilize this facility. Items for consideration as initially outlined in the RFP include:

- Need for more parking
- Need for improved vehicular traffic flow
- Enhanced/additional pedestrian flow and access
- New Parks maintenance shop in different location
- Capturing water views
- Better/additional wayfinding signage
- New Pro Shop
- Enclosed golf cart storage
- Club house
- Improved golf practice/teaching area and driving range
- Installation of tennis practice wall
- Two (2) additional platform tennis courts with a warming hut
- Feasibility of potential indoor tennis courts
- Feasibility of potential for additional dock space in ER Strait Marina
- Expansion of land use for pool activities
- Additional shade at pool complex
- Potential water feature/spray pad at pool complex
- Potential improvement, replacement, and/or relocation of playground
- Enhanced landscaping
- Potential re-purposing/improvement of brush dump area

While these areas have been initially outlined, additional improvements may develop throughout the course of the project.



**Selection Process**

Eight (8) proposals were received with proposed costs ranging from \$69,500 to \$122,000. All eight (8) proposals were reviewed with three (3) firms granted interviews. Two (2) firms were then selected for a second interview. Based upon the proposals and information garnered from the interviews, it was determined that Stantec is best suited for the needs of this project. The provided references were contacted. All gave excellent comments/reviews of their work with Stantec.

**Selected Firm**

Stantec Consulting Services (based out of New Haven, Connecticut) is an interdisciplinary landscape architecture, engineering, and architecture design and environmental services practice with an extensive portfolio of park planning experience. They have significant experience with coastal projects.

The core on-staff team includes expertise in assessment, engagement and design; civil engineering; traffic planning; buildings/architecture; code analysis; and dock/marine/coastal engineering.

**Timeframe & Cost**

This project is expected to take approximately six (6) months once underway. It will include an evaluation of existing conditions, the gathering of public input through a variety of methods, the development of concepts, preliminary cost estimates for each improvement, and the phasing of improvements.

The fee for Stantec is is not to exceed \$95,000.00.

Therefore, I request approval to request an appropriation in the amount of \$95,000.00 to be used for the Longshore Capital Improvement Plan.