



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

LEGAL NOTICE OF SPECIAL MEETING

Notice is hereby given that the Parks and Recreation Commission will hold a public special meeting on Wednesday, October 6, 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, along with the meeting notice.

Instructions to attend:

+1 646 876 9923

Meeting ID: 879 8059 1192

Passcode: 480909

MEETING AGENDA

1. To take such action as the meeting may determine to approve fees for the Longshore Sailing School for the 2022 season,
2. To take such action as the meeting may determine to approve an appropriation request relative to greens drainage for Longshore Golf Course.
3. To take such action as the meeting may determine to approve an appropriation request relative to the leveling of tees for Longshore Golf Course.
4. Review potential pickleball court locations (discussion only).

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 at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Parks and Recreation Commission

Meeting Date: October 6, 2021

Agenda Item: #1

To take such action as the meeting may determine to approve fees for the Longshore Sailing School for the 2022 season.

Background Information:

The Town's contract requires approval of fees for the sailing school by the Parks and Recreation Commission.

Back-up Documents:

Letter and fee schedule from Jane Pimentel, President of Longshore Sailing School

Staff Recommendation:

Staff recommends approval of fees as submitted.

Resolution Format:

The Parks and Recreation Commission approves the 2022 Fee Schedule for the Longshore Sailing School as submitted.

Jennifer Fava

Director

Westport Department of Park and Recreation

260 Compo Road South

Westport, CT 06880

Sep 29, 2021

Dear Jen,

For Commission approval- I have included Longshore Sailing School's proposed 2022 fee schedule.

Due to the 8% increase in minimum wage, significant increase in cost of imported goods (new vessels/replacement parts), you will see a request for increases in some of our fees. We are also seeing a massive increase in freight of up to 25% for vessels and equipment from Europe.

Though we need to increase fees, we are confident that we are still able to provide quality public access to the Sound while maintaining competitive pricing.

Sincerely,

Jane Pimentel

President

Longshore Sailing School Fee Schedule

| Classes | 2021 | | 2022 | |
|---------------------------|----------|-------------------|----------|-------------------|
| | | Resident Discount | | Resident Discount |
| Two Week Junior Core | \$645.00 | \$40.00 | \$695.00 | \$40.00 |
| One Week Junior Specialty | \$370.00 | \$30.00 | \$395.00 | \$30.00 |
| Adult Basic/Intermediate | \$295.00 | \$30.00 | \$315.00 | \$30.00 |
| Adult Advanced | \$320.00 | \$30.00 | \$345.00 | \$30.00 |
| Adult Catamaran | \$95.00 | \$30.00 | \$95.00 | \$30.00 |
| Hourly Rentals | | | | |
| Hobie Getaway | \$65.00 | | \$70.00 | |
| Hobie Wave | \$55.00 | | \$60.00 | |
| RS Quest | \$45.00 | | \$50.00 | |
| RS Neo | \$35.00 | | \$40.00 | |
| Laser Bug | \$20.00 | | \$20.00 | |
| Double Kayak | \$35.00 | | \$35.00 | |
| Single Kayak | \$30.00 | | \$30.00 | |
| SUP | \$30.00 | | \$30.00 | |
| Season Paddle Pass | | | | |
| Westport Resident | \$330 | | \$330 | |
| Standard Rate | \$350 | | \$350 | |

Parks and Recreation Commission

Meeting Date: October 6, 2021

Agenda Item: #2

To take such action as the meeting may determine to approve an appropriation request relative to greens drainage for Longshore Golf Course.

Background Information:

The XGD Drainage System was previously installed on Greens 2 and 6. This request is for funding to install the same type of system on the remaining 16 greens.

Back-up Documents:

Memo from Jennifer Fava, Director of Parks and Recreation dated September 16, 2021

Staff Recommendation:

Staff recommends this project.

Resolution Format:

The Parks and Recreation Commission approves the appropriation request in the amount of \$195,000.00 for improvements to greens drainage at the Longshore Golf Course.



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: September 16, 2021

RE: **Appropriation Request for Greens Drainage at Longshore Golf Course**



Several years ago XGD Greens Drainage Systems were installed on greens 2 and 6. It has made significant improvement to those greens. At this time we are looking to install the same type of XGD Greens Drainage System to the remaining 16 greens.

The installation efforts are planned for the fall of 2022 as fall is the suggested time to do this work. This will need to be bid out through the formal bid process and we are aware of significant delays on delivery of materials so we are looking to start this process now.

| | |
|---|-------------|
| Anticipated Cost: | \$195,000 |
| Lifespan: | 20-25 years |
| Annual Payback Over 20 Years (estimated): | \$11,320 |

This project is included in the Parks and Recreation Department's 5-Year Capital plan for FY21/22.

Payback for this project was anticipated when golf fees were raised prior to the current season and will cover the annual debt service.

Therefore it is requested that the Parks and Recreation Commission supports moving forward with the appropriation process in the amount of \$195,000.00.

Parks and Recreation Commission

Meeting Date: October 6, 2021

Agenda Item: #3

To take such action as the meeting may determine to approve an appropriation request relative to the leveling of tees at Longshore Golf Course.

Background Information:

Some of the tee boxes are no longer flat and need to be leveled.

Back-up Documents:

Memo from Jennifer Fava, Director of Parks and Recreation dated September 16, 2021

Staff Recommendation:

Staff recommends this project

Resolution Format:

The Parks and Recreation Commission approves the appropriation request in the amount of \$80,000.00 for the leveling of tee boxes at the Longshore Golf Course.



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: September 16, 2021

RE: **Appropriation Request for Leveling of Tee Boxes at Longshore Golf Course**

A number of the current tee boxes are in need of repair and need to be leveled. This project includes tee boxes on holes 1, 2, 4, 13, two on 15, and 17 for a total of seven (7) to be leveled.

| | |
|---|----------|
| Anticipated Cost: | \$80,000 |
| Lifespan: | 20 years |
| Annual Payback Over 20 Years (estimated): | \$5,225 |

This project is included in the Parks and Recreation Department's 5-Year Capital plan for FY21/22.

Payback for this project was anticipated when golf fees were raised prior to the current season and will cover the annual debt service.

Therefore it is requested that the Parks and Recreation Commission supports moving forward with the appropriation process in the amount of \$80,000.00.

Parks and Recreation Commission

Meeting Date: October 6, 2021

Agenda Item: #4

Review potential pickleball court locations (discussion only).

Background Information:

Upon request from Charlie Haberstroh, Chair of the Parks and Recreation Commission, a brief review of locations under the jurisdiction of the Parks and Recreation Department was conducted related to potential locations for 2-6 pickleball courts.

Back-up Documents:

Memo dated September 21, 2021 from Jennifer A. Fava, Director of Parks and Recreation - RE: Review of Sites Under Parks and Recreation Department Jurisdiction for Potential Pickleball Courts

Staff Recommendation:

N/A

Resolution Format:


N/A



WESTPORT CONNECTICUT

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

MEMO TO: Charlie Haberstroh, Parks and Recreation Commission Chair

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

DATE: September 21, 2021

RE: **Review of Sites Under Parks and Recreation Department Jurisdiction for Potential Pickleball Courts**

There is currently discussion regarding the potential use of a portion of the Baron's South property to allow for active recreation, in particular pickleball courts. As requested, I have reviewed the other sites under the jurisdiction of the Parks and Recreation Department for appropriateness as locations for the installation of 2-6 pickleball courts.

Definition of Zoning Codes:

| | |
|----------|--|
| AAA | 2 Acre Zone |
| AA | 1 Acre Zone |
| A | 1/2 Acre Zone |
| B | 6,000 Square Feet |
| DOSRD #1 | Dedicated Open Space and Recreation District |
| DOSRD #2 | Dedicated Open Space and Recreation District |
| DOSRD #3 | Dedicated Open Space and Recreation District |
| GBD | General Business District |

Parks and Recreation Sites:

Burr Farms Fields

- Zoned AA
- Too small with existing amenities

Burying Hill Beach

- Zoned AAA
- Lack of parking
- Must have beach emblem or pay to park Memorial Day weekend through Labor Day

Canal Beach

- Zoned A
- Too small
- Lack of parking

Canal Green

- Zoned A
- Too small
- Limited parking

Compo Beach

- Zoned A
- Beach emblem needed for parking May 1 – September 30 which limits accessibility

Eloise Ray Park

- Zoned A
- Too small
- No parking

Grace Salmon Park

- Zoned AA
- Limited parking

Hillspoint/Parent Child Center

- Zoned AA/A
- Restricted hours of use

Hitchcock Park

- Zoned A
- Too small
- No parking

Jesup Green

- Zoned AA
- Competing uses
- Parking used for Library and downtown access

Levitt Pavilion

- Zoned AA
- No location possible
- Parking used for library

Library Riverwalk

- Zoned AA
- No location possible

Lillian Wadsworth Arboretum

- Zoned DOSRD 3
- Very limited parking

Longshore Club Park

- Zoned AAA/AA
- Property already crowded with needs for expansion of amenities and services already existing at Longshore
- Some parking requires beach emblem Memorial Day weekend through Labor Day
- Reviewing current uses and needs of park

Luciano Park

- Zoned GBD
- Too small to fit with current amenities
- Limited and restricted parking

Machamux Park

- Zoned AAA
- Limited parking
- Poor site due to traffic

Old Mill

- Zoned B
- No location possible
- Lack of parking
- Beach emblem needed for parking May 1 – September 30 which limits accessibility

38/40 Old Mill

- Zoned A
- Too small
- No parking

Pasacreta Park

- Zoned A
- Too small
- Very limited parking

Riverside Park

- Zoned DOSRD 3
- Limited parking

“The Saugatuck” Athletic Field

- Zoned A
- Restricted/limited parking
- Difficult access
- Restricted hours for use

Sherwood Mill Pond Preserve

- Zoned DOSRD 1
- Too small
- Not enough space for parking

St. John Place/Myrtle Ave. Park

- Zoned A
- Too small
- No parking

Straffolino Park

- Zoned GBD
- Topography not suitable
- Limited and restricted parking

Town Hall

- Zoned A
- No space with current amenities

Town Farms

- Zoned A
- No space for additional courts

Veterans Green

- Zoned A
- Not suitable with current amenities
- No parking

Winslow Park

- Zoned DOSRD 1
- Limited parking

School Facilities/Athletic Fields

- Not suitable as access is not allowed when school is in session
- | | |
|--------------------------------|--------------|
| Coleytown Schools | Zoned A |
| Doubleday/Saugatuck/Kings Hwy* | Zoned A |
| Greens Farms | Zoned GBD/A |
| Long Lots | Zoned AA/A |
| Staples/Wakeman Park | Zoned AAA/AA |

*2 courts have multi-purpose lines for tennis and pickleball