

**PARKS & RECREATION COMMISSION MEETING MINUTES**

**Wednesday, November 19, 2014**

**3:30 p.m.**

**Unity Park Field House**

**56 1<sup>st</sup> Street**

**Turners Falls, MA 01376**

**Present:** Dennis Grader, Chairperson, Linda Ackerman (3:45pm), Vice Chairperson, Barbara Kuklweicz, Secretary, Jon Dobosz, Director of Parks & Recreation.

**Meeting Being Taped**

**Agenda:**

**1. Meeting Called to Order: 3:35 p.m.**

**2. Approval of October 21, 2014 Minutes:** Barbara Kuklweicz makes the motion of accepting minutes; seconded by Dennis Grader.

**3. Water Spray Feature Re-surfacing**

Carlos Nieto, from Berkshire Design Group, forwarded an email to Jon regarding Street Bond that provided additional information on the product. Jon read the email to the commission. In the email the tech department did give the ok to the splash pad. Tuff-Coat, the other products discussed previously, can only be applied on to concrete. Carlos has not yet heard back from Landscape Structures about the pour-in-place product. After doing some follow up research, Jon recommends just going with a concrete splash pad. He feels going as simple as possible by removing the asphalt and replacing it with concrete would be best. We may have to paint it yearly, but the area that we are talking about is small at approximately 200 sq. feet. If we go to stamped and painted concrete we may spend a little bit more, but would not need to paint it yearly. Jon could contact area contractors and get estimates for stamped and painted, compared to just unpainted. He will also talk to Tom Bergeron, DPW superintendent, about if washing and repainting yearly what we have now is feasible. Once Jon gets the cost of this option he will bring it to the commission.

**Motion:** Barb Kuklweicz makes a motion to move forward with removing asphalt and replacing it with concrete. Dennis Grader seconded the motion.

**Vote: 2-0**

**4. Rutter's Park Update**

Jon met with Walter Ramsey, Town Planner, regarding the Rutter's Pond project. The time line for getting on the Community Development Block Grant (CDBG) schedule is concerning. He feels it is important to have a well structured master plan process to insure success. To put this on the fast track would not be best for the project. Jon did speak with a member of the Lake Pleasant Village Association, and they would also like more time for discussion. Jon feels, for this fiscal round, moving towards a master plan for the park is the best option; with hopes of having a funded project through CDBG for the following year. Having a master plan will also look good to other potential funders. The Franklin County Regional Housing & Rehab Authority, who administered the Unity Park Grant through CDBG, is also on board with this plan. Surveys were given to the residents of Lake Pleasant, and 16 were returned. Many residents want to see improvements with the play structure but there were also other recommendations. Therefore, Jon feels that meeting again with the association/residents to get a better idea of what they want will be necessary.

**5. FY16 Budget Discussion**

Included in the commission's packet was a FY16 budget forecast. Jon wanted a clearer picture of the indirect departmental costs relative to the revolving fund. He found that this past fiscal year the costs were

substantial. He anticipates an increase of indirect costs in the future as well. He has been working with Carolyn Olsen, the Town Accountant, on stream lining the budget. They've looked at how money is spent in our revolving accounts as well as in our Operating Budget. Expenses like Pool costs, which are a direct cost relative to a program, would move to the Revolving Fund. There are other items which are not necessarily related to a program, such as (*Office Repair and Maintenance, Seminars, Dues, and Memberships*) are proposed to move to the operating side of the budget. The revolving account is funded through donations, program fees, and fundraising. We see approximately a 30% profit through these fees. This is standard through out the Parks and Recreation industry. Jon feels our fees are right in line with other communities, and does not want to increase them to cover these indirect costs. He sent this information to the Finance Committee for their meeting tonight, so they have as much information as possible.

**Motion:** Linda Ackerman makes a motion for Jon to move forward with FY16 budget. Barbara Kuklweicz seconded the motion.

**Vote: 3-0**

## 6. **Directors Report**

●**Water Spray Unit Usage:** The water spray unit usage increased around \$300 from last summer. Hours were expanded this summer so the average daily usage also increased. It did take a few weeks to adjust the amount to an appropriate volume (8,600 gallons per day).

●**Soapbox Derby:** Jon was approached by Mik Muller wondering if the department would be interested in taking over this community event. The derby involves a great amount of time, energy and resources. Jon feels it may be overwhelming for one party to take on this commitment. If the commission were interested in taking this event, he strongly recommends doing so with a partner. He went on to say that looking at their financial statements is concerning; 2012 shows an \$800 loss but 2013 shows \$4200 gain. This seems to suggest a financially volatile event. Jon could arrange for Mik to attend a commission meeting if the commission wanted to look into this further. The commission agreed with Jon about the huge commitment level of such an event, and the timing of this (because of the start of the skatepark project for instance) is not in the best interest of the department at this time.

●**Winter Programs Brochure:** Youth basketball registrations are moving along nicely. Registration has begun for the Sawmill Race, which typically picks up after Thanksgiving.

●**Facility Maintenance Log; Jon** submitted the hours he spent on facility maintenance. He feels his hours will decrease this spring as the groundskeeper will be around on a regular basis.

## 7. **Other Business**

Jon met with Tom Bergeron regarding the bathroom renovations, and both the plumber and electrician were at the Fieldhouse. It is believed Ken Little will be the contractor on the project. We do not have an exact start date yet, but the project is moving along.

Jon let the commission know that the Sway Fun Glider has arrived, and is in our garage.

## 8. **Adjournment: 4:17 p.m.**