PARKS & RECREATION COMMISSION MEETING MINUTES

Thursday, December 14, 2017 3:30pm Unity Park Fieldhouse 56 First St. Turners Falls, MA 01376

*The recording of this meeting was accidently erased, and the minutes are written through notes.

Attendance: Dennis Grader, Chairperson, Barb Kuklewicz, Vice Chair, Al Cummings Jr., Secretary, Jon Dobosz, Director of Parks & Recreation

- 3:30pm Meeting Called to Order
- 3:31pmApproval of Meeting Minutes from October 23, 2017;
Motion: Made by Barb Kuklewicz to accept the October minutes, seconded by Al Cummings.
Approved: 3 0
- **3:32pm FY17 Departmental Financial Evaluation;** Jon Dobosz presented the FY17 Financial Evaluation to the commission. Barb Kuklewicz noted that some of the math was incorrect in Table 1 of the evaluation. Jon noted the discrepancy and will provide a revised copy to the commission at their next meeting.
- 3:45pm 2017 Water Spray Feature Usage; Jon presented the water usage and total cost of operating the Whale Water Feature at Unity Park over the summer. He noted that there was a lot of water used at the beginning of the season, which is often the case as recalibration of the valves always need to be made. Barb was approached by someone who inquired if the hours could be expanded, but she informed this individual that the operating hours are dictated by cost of operation, which is primarily the use of water.

Fiscal Year 2019 Budget Proposal; Jon presented his budgetary proposal for FY19 to the commission. There are no overly significant changes to the Operating Budget. There was a request to level fund expenses, which was implemented. Jon noted that some funding was reallocated between individual line-items to stay more in-line with departmental goals. For example, some funds were taken from the maintenance of the office copier and moved to Facilities & Grounds. There were also the annual increases in Personal Expenses (Director and Clerk salaries, and P/T Wages Temp). The total FY19 departmental budget is \$130,980. In terms of Capital projects, the department is proposing the funding of the master plan portion of the Montague Center Park Improvement Project (\$7,000).
Motion: Made by Al Cummings to accept the FY19 Parks & Recreation Budget proposal, seconded by Barb Kuklewicz

- 4:05pm Rutter's Park Improvement Project Design Phase Update; Jon provided an update of the project to the committee, which included the agenda for the Community Development Block Grant hearing, where the project will be presented to the Board of Selectmen for approval on Monday, December 18.
- **4:10pm** Montague Center Park Project Update; Jon gave the commission an update on the Montague Center Park Project. He indicated that the project committee had their first meeting the previous week at the Public Safety Community Room. Jon indicated that they discussed the general timeline of the project, potential funding streams, and the survey they plan on distributing this winter. The survey will be available both on-line and at the Montague Center Library.
- **4:15pm 2018 Winter Programs;** Jon distributed the winter version of the 'Fun Times' brochure, and went over all the programs and events with the commission.
- **4:20pm** New Town Website/Department Page; Jon mentioned that the town has a new, and much more user-friendly website. The Parks & Recreation Page is much easier to navigate and insert departmental information.
- 4:25pm Directors Report (Including 2017 Facility Maintenance Duties)
- **4:30pm Other Business:** Jon discussed the adjustment of operating hours of the office during the week of Christmas and New Years, and how they're affected by vacation time and Sawmill Race preparation.

4:35pm Adjournment Motion: Made by Barb Kuklewicz to adjourn, seconded by Al Cummings. Approved: 3 - 0

Х	

Albert Cummings, Jr., Secretary

Date

Or

Signature

Name & Title:

(print)

Date: