

PARKS & RECREATION COMMISSION MEETING MINUTES

Thursday, October 25, 2018

3:30 pm

Unity Park Fieldhouse

56 First Street

Turners Falls, MA 01376

Present: Dennis Grader Chairperson, Barbara Kuklewicz, Vice Chairperson, Albert Cummings, Secretary, Jon Dobosz, Director of Parks & Recreation

Absent: Jennifer Peterson

Meeting Being Taped

1. 3:32pm Meeting Called to Order

2. 3:33 pm Approval of Meeting Minutes from September 13, 2018

Motion: Made by Albert Cummings to accept the minutes as written; seconded by Barbara Kuklewicz.

Approved: 3-0

3. 3:34pm Rutter's Park Improvement Project Update

The Commission members received in their packets, an updated version of the landscaping, grading and overall plan. There were also changes since this updated version that were relative to spacing of the fencing. Jon will have the final plan ready for our next meeting.

4. 3:36pm Montague Center Park Improvement Project Update

This past spring we were awarded the project with the Conway School of Design. The preliminary proposal was given to the commission. Next spring, the school will begin the master plan phase, which will include two public meetings. This project is not Community Block Grant eligible due to the higher income levels within the village. Moving beyond the master plan with this project will require creative funding.

5. 3:56pm Summer 2018 Programs – Profit/Loss Statements

●**3V3 Basketball Tournament-** Josh Morse, a Montague resident, approached Jon interested in running a 3 vs. 3 basketball tournament. The one day, double elimination tournament was held August 11 at Unity Park. Josh did a great job, and had a successful day. There were 12 teams registered at various age levels (12yrs. and under, 14 yrs. and under, 16 yrs. and under, and 18 yrs. and under) and there were teams from several western Massachusetts communities. We hope to work with Josh again, possibly making this an annual event.

●**Skateboarding Lessons-** Approximately 6 children registered for the program. It is not a money maker for the department but having the program helps promote the use of the Skate Park.

●**Start Smart Sports Development Class-** This was a new program for 3 -5 year olds held at Unity Park. Six to eight children participated in the program. At this point, it is undecided if the program will run again next summer.

●**Summer Swim Clinics-** This was another new program for the department. The Summer Blue Fish was unable to run due to low registrants, but it was important to make the pool available to swimmers who want to train. There were two, 4 day clinics with an emphasis on stroke development. There were 10 swimmers registered and Jon hopes to run this again next summer.

●**Summer Camp-** It was a hot, humid, rainy summer making it difficult for campers and staff. We had fewer campers this summer, but we decreased our available spots as we had to maintain certain ratios of staff to campers to be compliant with the Massachusetts's health codes. The numbers of campers

seem to be on a downward trend. Next summer we anticipate the Turners Falls High School site to be greatly affected by this trend, so much so, that we may have all campers at Unity Park and run a single site camp. Our profit margin was only 1% less than the previous summer, and Jon reminded the commission that we compete with many camps in the area. Due to the excessive heat, Jon would like to install ceiling fans inside the fieldhouse, which may help everyone's comfort level.

Motion: Made by Albert Cummings to accept the Summer Profit/Loss Statements; seconded by Barbara Kuklewicz.

Approved: 3-0

6. 4:00pm

2018 ADA Transition Plan – Parks & Recreation Items

The ADA Transition Plan for Montague cataloged every issue that the Franklin Regional Council of Governments (FRCOG) discovered during the Self-Evaluation of the Town's buildings, parks, and sidewalks between April and June, 2018. The plan recommends solutions to bring these identified issues into compliance with the ADA Guidelines. It was suggested that the issues be prioritized, and we address the items that our budget can handle: items we cannot do at this time be added to our 2020 Strategic Plan. The Rutters Park items will be addressed with the current improvement project. We have also begun the process to hopefully improve Montague Center Park and handling their issues at that point. The items listed for Highland Park were discussed and Jon would much rather address these in a future, larger project than piecemealing them together. The Commission had questions regarding the use zones in a playground and the new ADA law requirements. Jon explained play areas immediately surrounding equipment can be wood chips, but the routes going to and from these areas must be a permeable material to be ADA compliant.

7. 4:15pm

Director's Business

●Unity Park Walkway Project (ATM Article 30, 5/6/17)

Carolyn Olson, Town Accountant, advised Jon that whatever funds that were not used will be addressed at the 2019 Annual Meeting. It will become an article that rescinds the dollar amount from the 2017 Article.

●AED Unit Grant – KEVS Foundation

Amy Johnson, Montague resident, recommended to Jon that he apply for a grant through KEVS Foundation, which donates AED units to local communities. Our department was awarded a unit and will primarily stay at Unity Park. It will however, move up to the Sheffield gym once our basketball season begins.

●Whale Spray Feature – Maintenances Update

The issues that the water feature was having were mechanical and Jon has contacted M.E. O'Brien, the sale representatives that work with the manufactures. He is hoping the issues will be taken care of before next summer.

●Sawmill River 10K, New Timing Procedure

It had become increasingly difficult to efficiently time our Sawmill River Race, and because of that Velocity Results of Northampton will now be timing the race. The digital system they provide will be a much more runner friendly experience, so now as runners cross the finish line their results will available. The cost will be \$500, plus \$1 per entry. Runners will still be able to use RunReg as our on line registration and same day registration will still be available.

●Great Falls Apple Corps – Develop Formalized Memorandum of Understanding

This memorandum is in regards to the Unity Park Community Garden. Jon would like to have something formalized with a clear understanding between our department and the Great Falls Apple Corps in regard to possible events and programs where money may be exchanged. The garden is under our authority, so it is important that these kinds of activities are properly documented.

●**Sonya Lemonakis Sign/Ribbon Cutting Ceremony**

Sonya grew up in Montague, and is the current Heavy Weight Boxing Champion. Her friends and family wanted to celebrate her many accomplishments. Sonya has also been a dedicated teacher for 19 years. The ceremony is scheduled for Saturday, November 24; a time has not been set yet.

●**Unity Ballfield Maintenance**

Jon was informed that the town’s DPW department purchased an all in one fertilizer, seed spreader and aerator. We had been contracting with Snow’s and Sons Landscapers to do this for us, but with this new piece of equipment we would no longer need to do that and save the department money. With that savings, Jon thinks it would be a good time to put new fill in the infields of our softball fields.

●**Northern New England Parks & Recreation Conference**

The conference is being held in Conway, NH from January 8-10, 2019 and Jon is excited to attend.

●**Monthly Meeting/Event Log**

There were no questions.

8. 4:35pm Director’s Annual Evaluation

The evaluation was moved to the November meeting.

9. 4:37pm Director’s Vacation

Jon will be on vacation November 19-23.

10. 4:40pm Adjournment

Motion: Made by Barbara Kuklewicz, seconded by Albert Cummings.

Approved: 3-0

X _____
Albert Cummings, Secretary Date

Or

Signature

Name & Title: _____

Print: _____

Date: _____