

PARKS & RECREATION COMMISSION MINUTES

Thursday, May 22, 2025
3:30 pm
Monague Town Hall Annex
One Avenue A
Turners Falls, MA 01376

Present: Barbara Kuklewicz, Chairperson, Ken Danford, Vice Chairperson, Jeff Singleton, Secretary, Jon Dobosz, Director of Parks & Recreation

Meeting is being recorded

1. 3:30pm Meeting called to Order

2. 3:31pm Approval of March 27, 2025, Minutes

Motion: Jeff Singleton makes the motion to approve minutes from March 27, 2025; seconded by Barbara Kuklewicz.

Vote: Approved 3-0

Motion: Barbara Kuklewicz makes a motion to move Topics not anticipated in the 48 hour posting requirements so that commission positions can be voted on; seconded by Jeff Singleton.

Vote: Approved 3-0

3. 3:32pm Topic not anticipated in the 48-hour posting requirement

Motion: Jeff Singleton makes the motion to nominate Barbara Kuklewicz as Commission Chairperson; seconded by Ken Danford.

Vote: Approved, 2-0

Motion: Barbara Kuklewicz makes the motion to nominate Ken Danford as Vice Chairperson; seconded by Jeff Singleton.

Vote: Approved, 2-0

Motion: Ken Danford makes the motion to nominate Jeff Singleton as Secretary; seconded by Barbara Kuklewicz.

Vote: Approved, 2-0

Jon wanted to thank Albert Cummings for his time on the commission.

4. 3:42pm Montague Center Park Project Update & Grand Opening Event

The Montague Center Park grand opening is Saturday, June 7 at 1:00p.m. The rain date will be June 14. Jon and Dan, manager from GZA Geo Environment, walked the park and accepted the work. A letter will follow to

Mountain View Landscapes, general contractors for the project. Jon has begun the grant's close out procedures. The project came under budget, which was \$500,000.

5. 3:37pm Operating Budgets

•FY26 Operating Budget & Capital Projects, Annual Town Meeting

At last week's annual town meeting our FY26' operating budget and capital projects of the Unity Park pour-in-place and purchase and installment of the blue slide were all approved.

•FY25 Current Operating Budget & Revolving Fund Balance - Possible Over-expenditure & Reserve Fund Transfer

Jon is anticipating an over expenditure on our operating budget. The internet and copier lease equipment maintenance line items will go over \$1,600-\$1,800 this fiscal year. Both line items had an increase in cost this year and going forward we have adjusted our FY26 budget. Jon did also let the commission know there is a possibility that our Facility/Ground Maintenance line item could also be over expended. He will update them as we get closer to the end of the fiscal year.

6. 3:35pm Current Facility Projects Update

•Old Blacksmith Shop is currently being evaluated for its potential uses, and/or complete or partial demolition. Jon will follow up with the architect as to when we should expect the final report.

•Skatepark maintenance needs addressing; grouting in some areas of the park as well as cracks in the concrete need repair. The over expenditure in the operating budget prohibited the work from beginning this fiscal year. Jon will contact Tail Block Concrete regarding this issue. He is hoping the work can be done this summer or early fall.

•Montague Center Ballfield Backstop quote from BSN Sport came in at \$4,200 for delivery only, not including installation. This ballfield update had started a few years back and was funded by donations, and not part of the project that was just completed. If the backstop is voted on to purchase, Jon was planning to install this with a volunteer crew to keep costs down. The DPW will remove the current backstop. A Montague Center Gift Account was established when this project began, and its current balance is \$4,400. The infield needs to be skinned, and clay material added to the surface. Jon had been previously quoted that this would cost around \$2,500. The Commission discussed how the purchase of the backstop would deplete the gift account leaving very little for the work that needs to be done to the infield. This is important to the community to have this ballfield usable. If the backstop was purchased the operating facilities and grounds maintenance line item would be used to cover the cost of the infield updates.

Motion: Barbara Kuklewicz makes the motion to purchase the backstop from BSN Sport for \$4,200; seconded by Jeff Singleton.

Vote: Approved, 3-0

•Unity Sun Shelter final estimate has not come in from M.E. O'Brien. Once we receive this information, we will submit it to our insurance company to see how much they will cover. Jon believes we have a \$5000 deductible. The canopy collapsed this past winter and was around 25 years old. The canopy quote for cost (not labor) was \$6,500.

7. 4:07pm 2025 Winter Programs Profit/Loss Statements

The statements were individually discussed for the following programs:

Youth Basketball: There was a loss of \$1,200 this past winter. Jon explained to the commission why the department lost money is that basketball traditionally is expensive for us as we have to pay for gym use and officials. We had 3 officials, two adults, one of which is a certified official. Jon strongly believes having adults officiate youth sports is important and necessary. So, with this peace of mind comes an added expense. The participation numbers were as follows: Squirt had 18, 3 & 4th grade travel teams (2) had 20, and 5 & 6th grade travel team had 9 children.

Blue Fish Swim Team had 46 swimmers and a profit of \$868.86. Our revolving payroll includes two coaches and three lifeguards that rotate through the week. We also have to pay for pool usage. We do have an annual fundraiser that raised \$8,000 this season. Most likely our fees will be increased next season to cover our expenses.

Babysitting Course had 8 participants for this two-night class. The cost varies as to the cost of the Red Cross class material. Our instructor has volunteered her time for many years.

Open Swim traditionally takes on a loss as we charge a small fee for the family swim and adult swim sessions. We also have to pay for pool costs and lifeguards.

Jon explained losses in our programming affect our revolving account balance. We are always looking to increase our revenue and decrease our expenses.

8. 4:19pm 2025 Summer Programs Brochure

The brochure was submitted in the Commission's packet. The following programs/events are expected to run this summer: Summer Camp, Super Summer Soccer Jamboree, Youth Basketball Camp, Movie in the Park and Adult soccer, of which our involvement is use of Highland Park.

9. 4:25pm 2026 Parks & Recreation Strategic Plan (Draft)

Jon let the commission know if there was anything they wanted to add to the draft to let him know so that it could be voted on.

10. 4:38pm Adjournment

Motion: Barbara Kuklewicz makes the motion to adjourn; seconded by Jeff Singleton.

Vote: Approved, 3-0

X _____
Jeff Singleton, Secretary

Date