

Recreation Commission Meeting Minutes

Date: 11/7/2018

Recreation Center, 50 Audubon Dr., Acton MA, 7:00pm

Attendees: Edward Holcomb, Commissioner; Stephen Trimble, Commissioner; Joe Will, Commissioner; Barbara Willson, Commissioner; Cathy Fochtman, Recreation Director; Melissa Rier, Recreation Coordinator; Katie Green, Board of Selectmen Chair and Recreation Liaison.

1. The meeting was called to order by Chair Stephen Trimble at 7:00 pm.
2. Citizen's Concerns: A neighbor whose property abuts the Gardner Playground is concerned that tree branches overhanging the playground fence will fall onto her side. She feels the tree may also pose a hazard to playground users. Cathy Fochtman will contact an arborist to inspect the tree and have it trimmed to keep the area safe.
3. Consent Agenda: October 2, 2018 Minutes accepted as amended, 4:0.
4. Action Item Review from October 2, 2018 Minutes: Nothing to report.
5. Studio Two Concert, February 9, 2019: Studio Two, The Beatles Tribute Band, was cancelled last summer due to weather but has been rescheduled to February 9th at the Recreation Center. The Recreation Department received a donation for an 8' x 20' x 16' stage allowing production of indoor shows throughout the year. There are also plans for stage lighting installation. Maura Haberman has reached out to a local vocational high school culinary department to provide appetizers for the event. The audience will be permitted to "bring your own beer or wine."
6. Dog Park Update: The Dog Park Committee submitted a draft proposal to the Board of Selectmen at last Monday's meeting asking for CPA funding in the amount of \$89,000. The Board of Selectman determined the proposal premature for CPA funding, especially since selection of a land parcel has not yet been confirmed. Steve Trimble asked Katie Green whether the proposal will go to Town Meeting for approval, once the park location is locked down. Katie replied that it only needs approval from a Board of Selectmen vote. Any funding toward the project would then go to Town Meeting.
7. Reports:
 - a. Rail Trails: Steve asked who will be responsible for clearing debris along the rail trails. Cathy has emailed several departments and committees to find out who will take care of these issues. She has not yet received a response.
 - b. NARA Sports Pavilion: Cathy reached out to Consigli Construction because they have been approached about helping with 1) flat-work site preparation; and, 2) renovation of the exterior siding, windows and doors. Cathy has not heard back from them yet.
 - c. T.J. O'Grady Skate Park: Cathy and Melissa Rier met a few weeks ago with designer Stantec to discuss moving the second project phase forward. Stantec will work within Recreation's \$234,000 budget. An updated contract has been signed by Town Manager, John Mangiaratti. The Recreation Department will now

work on bid documents to go out this winter, with construction of the skate plaza planned for summer 2019.

d. Playgrounds: Melissa's draft CPA proposal for the renovation of Jones Playground and Field was approved by the Board of Selectmen at its most recent meeting. She will now work on the CPA application for submission this month. Along with the Jones Committee she will hold the final fundraiser of the year, a Fall Fun Run scheduled for Saturday, November 10, similar to the successful June Fun Run.

Cathy is working on a comprehensive assessment of Town playgrounds. She has asked Nancy White, Playground Inspector, to help inspect the playgrounds and will develop a five-year maintenance plan to ensure playground equipment safety.

e. Community Preservation Committee: Joe Will reported an estimated \$1.5 million available for CPC projects, more than in past years. CPC is skeptical about the progress of previous projects awarded funding. They have talked about putting timelines on projects with required project updates. The Board of Selectmen has voted which Town projects have their support to move on to CPC.

f. Community Gardens: Kim Clark, Cemetery Secretary, has assumed administration of the Community Gardens. Kim works directly with the Natural Resources crew and both the Recreation and Cemetery Departments think this switch will benefit garden upkeep. Revenues from plot rentals will continue to be deposited into the Recreation revolving fund.

Morrison Farm: Cathy and Melissa met with Charlie Aaronson at Morrison Farm a couple weeks ago to review and lay out irrigation plans for the new well. The next step is to contact various companies for quotes on installation of the irrigation system.

8. New Business: Joe Maffei of Mighty Drum Inc. submitted an application to rent the NARA Amphitheater for a benefit concert on Saturday, July 20, 2019. His company raises money to provide transportation for recovering addicts to their appointments, including detox, rehab, meetings, etc. He is seeking a name band to play at NARA and is working with the Recreation Department on event logistics.

Meeting adjourned 8:27pm.

Minutes submitted by Melissa Rier.