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**Town of Acton
Recreation Commission**

**TOWN CLERK
ACTON**

MINUTES

ROOM 126, ACTON TOWN HALL

DATE: DECEMBER 3, 2013

ATTENDEES

Recreation Commission members present were Ms. Bridget McKeever-Matz, Chair, Ms. Betsy Mercier, Commissioner, Mr. Joe Will, Commissioner, Ms. Katie Green, Selectmen Liaison, Ms. Cathy Fochtman, Recreation Director, Ms. Cheryl Getsick, Secretary; Mr. Matt Murphy, Acton Boxborough Youth Baseball (ABYB) Representative

AGENDA TOPICS

Meeting called to order at: 6:45 PM

Citizens Concerns: None

TOPIC: Action Item Review – 2014 Recreation Commission Meeting Dates

DISCUSSION

Ms. Getsick distributed the confirmed meeting dates of the Recreation Commission for 2014.

TOPIC: ABYB VETERANS FIELD SIGNAGE

DISCUSSION

Mr. Murphy proposed utilizing the Veterans Field "Green Monster" wall for recognition of specific accomplishments. Commissioner Will inquired if the prior years, (i.e. 1998 – 2003) would receive recognition on the wall as well. Mr. Murphy noted he would review with the ABYB President. Ms. Fochtman spoke about modifying the current agreement to reflect the new dedication in place of the Legends signage. The prospect of utilizing the "Little League" official logo would require written consent from the League. Commissioner Will inquired about potential controversy over highlighting only selected players names. Mr. Murphy noted the signs can be removed if needed. Sponsorship signage will need to be approved via the Board of Selectman.

Mr. Murphy will review to ensure stipulations regarding all signage are met. Commissioner Will moved to accept with the understanding any changes to this agreement will be presented to the Commissioners prior to implementation of signage and all costs are covered by ABYB. Mr. Murphy noted the goal is to have all signs mounted by April 2014. The signage will begin on the bottom of the wall. Motion moved and accepted 3-0.

TOPIC: GOWARD PLAYGROUND INSTALLATION

DISCUSSION

Ms. Fochtman noted the installation is currently occurring with half of the playground equipment completed. There was a missing component, (coupling) which connects the train engine to the goods wagon. The coupling will be provided at no cost. There has been water pooling at the base of the hill. Engineering has been asked to view the slope as more material may be needed to increase the grade. Lazaro Paving has provided pricing of the pathways. Pavement installation will wait until Spring 2014. The Black Locust tree has been replaced with a Red Maple tree. Ms. Fochtman will follow-up with the pricing for the handicap accessible picnic table.

TOPIC: 2014 FEE SCHEDULE PLANNING

DISCUSSION

Ms. Fochtman informed the Commissioners of the Department's plan to propose a revised fee structure including the new picnic pavilion. A proposal will be developed for the Commissioners to review in early 2014. Event planners are contacting the Recreation Department for the entire use of NARA Park. A stronger policy made need to be developed for these events. Such large events will require written permission from the Nagog Park businesses for use of their parking lots along with certificates of liability of insurance being required.

REPORTS:

DISCUSSION

- a) **Miracle Field:** *Nothing to report*
- b) **Community Preservation Committee:** A total of seventeen (17) proposals were received. *Three Recreation projects which Ms. Fochtman will be presenting; projects include: Ice House Pond Foundation / Ice House Parking Lot / Boardwalk from Ice House Pond to the former causeway (Behind Powers Gallery) / Handicap accessible along the bog walk / Arboretum parking lot / Renovation of basketball courts at West Acton Gardner junior courts and Goward playground.*
- c) **School Street:** *The State is negotiating the contract with the town. However there is a title search going on now. Mr. Murphy will inquire with ABYB about School Street and AASL about their need for baseball and softball diamonds at School Street.*
- d) **Playground Update:** *(Elm Street) CPA grant for Elm Street tennis court and revitalizing the playground*

Cement pouring will occur over the next few weeks.

- e) **Open Space & Recreation Plan:** *The document has gone to print.*
- f) **NARA Park Pavilion Update:** *Memorial Day opening*
- g) **Recreation Operations:** *Nothing to report.*
- h) **T.J. O'Grady Skate Park:** *Legal Counsel is reviewing the contract with ASD/Stantec at this time.*
- i) **NARA Comfort Station:** *The Office of Michael Rosenfield conceptual plan is under review.*
- j) **Morrison Farm:** *Possible moderate expansion of community garden plots.*

NEW BUSINESS/DISCUSSION – NOTHING TO REPORT

MEETING ADJOURNED TIME: 8:25 PM

**Supporting and referenced documentation relating to these minutes are available on the Docushare site, <https://doc.action-ma.gov/dsweb/View/Collection-1985>*