



Town of Acton

Recreation Commission

**ROOM 126
ACTON TOWN HALL
7:00 PM**

Minutes

DATE: May 2, 2017

ATTENDEES	Present were Ms. Carol Gerolamo, Commissioner, Mr. Stephen Trimble, Commissioner, Mr. Joe Will, Commissioner, Ms. Barbara Willson, Commissioner, Ms. Cathy Fochtman, Recreation Director, Ms. Melissa Rier, Recreation Coordinator, and Ms. Katie Green, Board of Selectmen Liaison.
------------------	--

TOPIC: CITIZEN'S CONCERNS

DISCUSSION	Ms. Rier reported a citizen having called the Recreation Department concerned about an overwhelming amount of litter at NARA Park. Ms. Rier informed her that three seasonal staff will be starting this week and that it's on their list of items to take care of while working at the Park.
-------------------	---

CONSENT AGENDA

DISCUSSION	April 11, 2017 minutes
ACTION ITEM	April 11, 2017 minutes accepted as amended, 4:0.

ACTION ITEM REVIEW FROM APRIL 11, 2017

DISCUSSION	None to report.
-------------------	-----------------

TOPIC: NARA PARKING STICKER AND FEE PROPOSAL

DISCUSSION	The Town Manager has reviewed the NARA Parking Sticker and Fee Proposal and it has moved on to the May 8 th Board of Selectmen Agenda. Ms. Fochtman will be attending this meeting to present the backup detail outlining the rationale for the proposed program. Ms. Fochtman clarified to the Commissioners that there would be three park rangers along with at least six parking attendants added to the park staff this coming summer. One full-time park ranger will staff the NARA office from 10am – 2pm on weekends, starting this week, in an effort to provide better customer service to the public. He or she will also assist with many other tasks. Park patrons will be required to show proof of Acton residency on weekends to be exempt from the \$5.00 parking fee. If this proposal passes at the Board of Selectmen meeting, a sticker program will be in place for the 2018 season.
-------------------	---

TOPIC: NARA MASTER PLAN PRESENTATION

DISCUSSION	Ms. Fochtman and Mr. Tom Tidman are scheduled to present the NARA Master Plan to the Board of Selectman on May 22 nd . Mr. Tidman will relate history while Ms. Fochtman will focus on future goals. Mr. Will recommended being prepared for the Selectmen to ask why the NARA Master Plan came to be; the answer is that the Community Preservation Committee often asks the Recreation Department for a written document detailing future plans for NARA. The NARA Master Plan was prepared for the purpose of showing a blueprint of NARA's future.
-------------------	---

TOPIC: AMERICANS WITH DISABILITIES ACT MUNICIPAL GRANT

DISCUSSION	Ms. Fochtman attended an overview meeting last week about updating municipal facilities with respect to standards set forth in the Americans with Disabilities Act. Municipal agencies that do not comply could be the target of lawsuits. Ms. Fochtman and Ms. Bettina Abe, Conservation Assistant, are working together to review all recreation and conservation areas to see if they meet ADA standards. They plan to apply for the Americans with Disabilities Acton Municipal Grant prior the Town fiscal year end in June. The grant awards \$250,000 annually to reimburse municipal projects. The grant can apply either to project design or construction and is available on a first-come, first served basis.
-------------------	---

REPORTS:

DISCUSSION	<ul style="list-style-type: none">a) Rail Trails – Ms. Green reported that the Bruce Freeman Rail Trail is behind schedule and may not open until late summer or early fall. She believes, however, that the Assabet River Rail Trail is ahead of schedule. Mr. Will asked if the Natural Resources crew will be maintaining the BFR. Ms. Fochtman reported that the highway crew will be responsible for maintenance.b) NARA Sports Pavilion – The Miracle League of Massachusetts has provided financial support to move this project along. Ms. Willson asked about the official opening date but this has yet to be established.c) Morrison Farm – The water is now on at Morrison Farm; hoses will be laid out next week. Mr. John Earl, who rents a plot at Morrison Farm, has volunteered to help manage the Community Garden this year.d) T.J. O’Grady Skate Park – Ms. Rier is in the process of analyzing statistics from the Meet Me at the Park campaign from the month of April. Also, the Recreation Department will involve volunteers in helping to clean up the Park. Mr. Walter Foster has offered to assist with obtaining funding for Phase II. He will approach the Town of Boxborough for \$20,000, the schools for \$10,000 and the Town of Acton for \$10,000 needed for Phase II construction.e) Playgrounds – Goward Playground: Acton-Boxborough High School Senior Service Day was Friday, April 28. A group of volunteers helped with spreading mulch and filled the sandbox with sand. <p>Jones Field: The Jones Field Committee met on April 25th. It was a very productive meeting with many action items. Ms. Rier drafted a solicitation letter for use by the Committee to reach out to Acton businesses. The goal is to raise \$50,000 by November 2017.</p> <ul style="list-style-type: none">f) Community Preservation Committee (“CPC”) – Mr. Will reported award letters to be sent out shortly.g) Rules for Drones/Model Aircraft – Nothing new to report.h) Community Gardens – The water is turned on at both Morrison Farm and the North Acton Community Gardens. Hebert Farm is not open yet due to the wet spring season. The crew is waiting for the ground to dry out before rototilling.
-------------------	--

NEW BUSINESS/DISCUSSION:

This past Saturday, Ms. Fochtman attended the opening of the cricket pitch at the School Street Field. She had the honor of throwing the initial bowl. The Commissioners expressed interest in watching a future game.

MEETING ADJOURNED TIME:	Meeting adjourned at 8:10 PM.
--------------------------------	-------------------------------

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