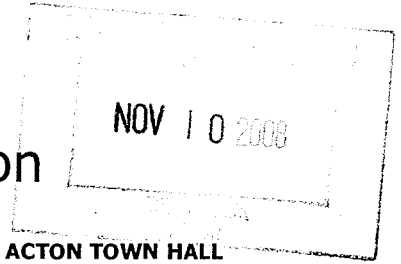




# Town of Acton Recreation Commission



## MINUTES -

**DATE: OCTOBER 14, 2008**

**7:00 PM**

**ROOM 126, ACTON TOWN HALL**

<b>ATTENDEES</b>	Recreation Commission members present were Mr. Ron Schlegel, Mr. Frank Calore, Ms. Karen Jarsky. Ms. Kim Bodnar and Mr. Ken Silva attended as prospective Recreation Commissioners. Also present was Ms. Cathy Fochtman, Recreation Director, and Ms. Cheryl Getsick, Secretary.
<b>NOTE TAKER</b>	Ms. Cheryl Getsick

### AGENDA TOPICS

**Meeting called to order at: 7:00pm**

#### Citizens Concerns:

<b>DISCUSSION</b>	<p><b>A) Veterans Field</b> Previously, a child was injured while attending the Colonial Baseball program at Veterans Field. The family pursued an insurance claim against the Town of Acton which was denied. The family's concern is that the various gates swing in both directions. After speaking with Ms. Fochtman last week, the family requested action be taken to cap the fence posts and the fence gate should only be allowed to swing in one direction; outward. Ms. Jarsky commented the risk of a child then becoming injured while walking along the fence is then increased. Mr. Schlegel asked if the fencing around the field is capped. Ms. Fochtman reported there is safety covering on the fence. Both Mr. Calore and Mr. Schlegel noted researching the ability to cover the posts is reasonable.</p> <p><b>B) Gardner Field</b> A citizen raised a concern to the Recreation Department regarding the lack of fencing at the Gardner Playground and Field. A child had been observed running into the street from the Playground. Ms. Jarsky noted this is a difficult area to park safely as well because of the lack of parking availability. Often people park along the street.</p> <p>Mr. Schlegel recalled this is the playground where the historic district raised an issue about the type of fencing and concerns about the amount and location of parking. Mr. Calore noted this is most likely an area which is regulated about the type of fencing if any at all can be placed.</p> <p><b>C) Assabet River Rail Trail</b> The Town of Acton Planner Mr. Roland Bartl is looking for support from the Commissioners for continued State funding of the Assabet River Rail Trail. Ms. Fochtman provided the Commissioners a draft letter for review. CPA funds have been instrumental in achieving progress with this Rail Trail. Mr. Schlegel spoke of the value in having a trail for the purposes of transportation, safety, recreational use. Ms. Fochtman noted the Bruce Freeman Rail Trail is currently under construction in Westford. Funding for the Acton portion can potentially be funded from a different mechanism than the ARRT.</p>
<b>CONCLUSIONS</b>	<p><b>A) Veterans Field</b> Ms. Fochtman will research and will report next month. Ms. Fochtman will also speak with the President of ABYB to see if and how ABYB has handled these types of reports about the gates and fencing.</p> <p><b>B) Gardner Field</b> Ms. Fochtman will look closely at Gardner Field and will forward along some photos of the location to the Commissioners.</p> <p><b>C) Assabet River Rail Trail</b> Mr. Schlegel noted as Commissioners, we are in support of offering a safe location for recreational enjoyment and would support the distribution of this letter.</p>

#### CONSENT AGENDA

<b>DISCUSSION</b>	September 2008 Minutes
<b>CONCLUSIONS</b>	September 2008 Minutes were accepted as amended, 3-0

#### TOPIC – BOARD OF SELECTMEN RECREATION OVERSIGHT OCTOBER 20, 2008 MEETING

**DISCUSSION** Mr. Schlegel reviewed the year's events and topics of discussion.

**CONCLUSIONS** Reporting of the topics will be discussed at the BOS meeting scheduled for October 20, 2008.

**TOPIC – RECREATION FEE SCHEDULE REVIEW**

**DISCUSSION** Ms. Fochtman distributed a handout requesting review of 2008 fee schedule and facility for pricing of 2009 field usage fees. The NARA Youth Program did not appear on the list, but was referenced in the memo supplied. Ms. Fochtman proposed more research is needed and she does want to look more closely at the NARA Youth Program and Beach fees as well for next year. Mr. Schlegel asked about revenue for this past summer. Ms. Fochtman noted looking at beach fees; non-resident vs. resident; there was an increase of registrations associated with non-residents. Ms. Fochtman noted the registration numbers for NARA Youth was down compared to 2007; however the revenue was not markedly different. She also noted the fee was not increased for NARA Youth; only the pre and post care had incurred a fee increase. Ms. Fochtman commented a number of scholarships had been provided as well for participation in NARA Youth.

**CONCLUSIONS** Ms. Fochtman will provide budget numbers during the November Recreation Meeting.

**RECREATION EVENTS**

**DISCUSSION** Ms. Fochtman announced the next event being held at NARA will be the Monster Bash.

**CONCLUSIONS** This event is expected to have a good number of children in attendance.

**REPORTS**

**DISCUSSION** **Elm Street** - Ms. Fochtman reported on the costs to repair lightning damage to the field lighting. **Morrison Farm** - Recreation is expanding the number of community garden plots at Morrison Farm. Renewal registrations for current plot owners are currently in process. Any plots which remain unclaimed will be distributed on a first come first serve basis in December 2008  
**School Street** - Ms. Fochtman stated she is not sure if the contract for the lease for the fields has been signed to date.

**CONCLUSIONS** **School Street** - Ms. Fochtman will check with the Town Manager regarding confirmation of the lease contract.

**PLAYGROUND UPDATE**

**DISCUSSION** Elm Street Playground – The Recreation Department is ready to move forward on this project.

**CONCLUSIONS** The Recreation Department will be sending out an informational letter requesting donations to the project to surrounding neighborhoods of the Elm Street playground.

**OPEN SPACE & RECREATION PLAN** – No report at this time.

**NARA PARK IMPROVEMENTS**

**DISCUSSION** Picnic Pavilion – The Recreation Department has received twenty-five requests to distribute bid packages to various vendors. CPA funding will be utilized for this previously approved project. There are two individual projects. One is for the picnic pavilion and another for storage/changing room behind the amphitheater stage. Vendors can bid on one or both projects.

**CONCLUSIONS** Picnic Pavilion – Bidding for this project will end on October 22, 2008 at 10:00am.

**NEW BUSINESS/DISCUSSION**

**DISCUSSION** State/Town Budget: Ms. Fochtman has been asked to look at ways to reduce the budget for the Recreation Department. The Town Manager has asked all departments to view their reductions on a scale of 2.5 %, 5% and a 10% percent. Areas which Recreation would currently look at are overtime expenses; after hour's expenses, concerts during the evening, bus transportation for the holiday, July 4<sup>th</sup>. Paying for details for the events is expensive and adds to the overhead costs. Recreation would like to find alternatives to reducing manpower.

**MEETING ADJOURNED TIME:** 8:30pm