



Town of Acton

Recreation Commission

**ROOM 121
ACTON TOWN HALL
7:00 PM**

Minutes

DATE: April 11, 2017

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| ATTENDEES | Present were Ms. Carol Gerolamo, Commissioner, Mr. Stephen Trimble, Commissioner, Mr. Joe Will, Commissioner, Ms. Cathy Fochtman, Recreation Director, Ms. Melissa Rier, Recreation Coordinator, Ms. Mary Lou Repucci, Recreation Secretary and Ms. Barbara Willson, citizen. |
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TOPIC: CITIZEN'S CONCERNS

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| DISCUSSION | None to report. |
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CONSENT AGENDA

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| DISCUSSION | March 7, 2017 minutes |
| ACTION ITEM | March 7, 2017 minutes accepted as amended, 3:0. |

ACTION ITEM REVIEW FROM MARCH 7, 2017

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| DISCUSSION | None to report. |
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TOPIC: NARA PARKING STICKER AND FEE PROPOSAL

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| DISCUSSION | <p>Ms. Fochtman forwarded a memo for the Commissioners to review at the March 2017 meeting addressed to the Town Manager with backup detail outlining the rationale for the proposed NARA parking sticker program. The Town Manager sent the memo to the Budget Working Group which asked how much it would cost for six parking attendants and another park ranger. Ms. Fochtman responded with projected revenue figures. She clarified to the Commissioners that there would be three park rangers rotating through variable shifts along with parking attendants located at the three NARA Park entrances. The park rangers would also staff the NARA office from 10am – 2pm, Wednesdays through Sundays, starting in May, in an effort to provide better customer service to the public. They would also assist with many other tasks.</p> <p>The parking fee would be \$5 for any part of a day with no proration, as with the NARA Beach fees -- one price per entry.</p> <p>Mr. Trimble asked if the revenue would cover the cost of staffing and Ms. Fochtman replied that it would. She said that residents might be required to show a driver's license to begin and Mr. Trimble agreed that residents would be more likely to accept the program if they have to obtain a sticker. Ms. Gerolamo concurred.</p> <p>Ms. Fochtman also reported having conversed with other recreation departments at the recent state-wide Massachusetts Recreation and Parks Association conference, learning that Wilmington has begun to charge non-residents \$10 to park with positive results. The next step is for the Town Manager to put the topic on the Board of Selectman calendar.</p> |
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TOPIC: UPDATES ON CPA PROJECTS

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| DISCUSSION | <ol style="list-style-type: none">1. Junior basketball courts are needed at both the Gardner and Goward Playgrounds; the existing equipment is too high for small children who frequent these parks. The Town was awarded a state grant last year to improve handicap accessibility via a paved walkway at Gardner. The project is nearing readiness to put out to bid.2. Ms. Fochtman recently learned of a grant program that reimburses monies spent on handicap accessible municipal projects. The Sports Pavilion is a good fit for this grant. The grant is new and is offered on a first-come, first-served basis, necessitating expeditious application. Ms. Fochtman is waiting for a cost estimate from the Office of Michael Rosenfeld Architects to include with the application and will follow up shortly. |
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TOPIC: NARA MASTER PLAN PRESENTATION

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| DISCUSSION | A date has been set in early May for presentation of the NARA Master Plan to the Board of Selectmen by Ms. Fochtman and Mr. Tom Tidman. |
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REPORTS:

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| DISCUSSION | <ol style="list-style-type: none">a) Rail Trails – Ms. Fochtman contacted the Bruce Freeman Rail Trail project manager to make sure construction of the Trail through NARA Park won't conflict with events scheduled to use the perimeter Walking Trail, especially in May and June. A ribbon-cutting ceremony is being scheduled for fall by the Friends of the Bruce Freeman Rail Trail. Ms. Fochtman spoke with representatives from organizations that support the various Rail Trails to learn about their experience with maintaining their portion.b) NARA Sports Pavilion – [See Updates on CPA Projects, above.]c) Morrison Farm – Ms. Fochtman is building a raised bed garden for use by community groups. The Community Garden is open.d) T.J. O'Grady Skate Park – Ms. Rier described a fundraiser to benefit the Skate Park in progress through the National Recreation and Parks Association, the "Meet Me at the Park" campaign, where people vote daily throughout the month of April for their city to win a \$20,000 grant. It is a very competitive challenge, usually awarded to a major metropolitan area, but on a local level is helping to raise awareness of the Skate Park. Ms. Rier also reported a recent publicity event attended by more than thirty skaters. She produced a YouTube video of the event available online.e) Playgrounds – Goward Playground: Acton-Boxborough High School Senior Service Day is scheduled for Friday, April 28. A group of volunteers will spread mulch at the Playground. Jones Field: A fund-raising meeting will be held soon. Ms. Rier has assembled quote documentation estimating the cost to renovate Jones Field at \$500,000 - \$750,000 in two or more phases. There will be an initial CPA request for the playground area with request(s) for the remainder of the project to follow. Ms. Fochtman reported an undetermined amount of money coming to benefit Jones Field from a local developer who is building a 30-unit mix of duplex and single-unit housing nearby and plans to donate \$60,000 to the Town.f) Community Preservation Committee ("CPC") – Mr. Will said that the CPC will meet next Thursday. Nothing to report for the Recreation Department.g) Rules for Drones/Model Aircraft – Ms. Fochtman will follow up with Town Counsel after Town Meeting has concluded.h) School Street Fields – A cricket pitch is being installed this week with a cement slab covered by Astro Turf. The irrigation issue at the Fields was discussed. |
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NEW BUSINESS/DISCUSSION:

Ms. Fochtman was approached by Ms. Genevieve M. Hammond, Senior Career Activities Coordinator for Acton-Boxborough Regional High School, about a student internship for Ms. Anna Papalia for the month of May. Ms. Rier has drawn up a schedule of activities to involve Ms. Papalia in Recreation Department operations.

NARA staffing is nearly complete. Lifeguard and parking attendant positions are available but the major positions have been filled.

Ms. Rier won a prestigious award from the Massachusetts Recreation and Parks Association, "New Professional of the Year," and was recognized at the state conference in March. Congratulations, Melissa!

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| MEETING ADJOURNED TIME: | Meeting adjourned at 8:30 PM. |
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**Supporting and referenced documentation relating to these minutes are available on the DocuShare site: <https://doc.acton-ma.gov/dsweb/View/Collection-1985>*