



# Town of Acton Recreation Commission

DEC - 3 2008

## MINUTES

DATE: NOVEMBER 5, 2008

7:00 PM

ROOM 126, ACTON TOWN HALL

<b>ATTENDEES</b>	Recreation Commission members present were Mr. Ron Schlegel, Mr. Frank Calore and Ms. Karen Jarsky. Also present were Ms. Cathy Fochtman, Recreation Director, prospective board member Ms. Kim Bodnar and Ms. Cheryl Getsick, Secretary. Members of the Acton Sidewalk Committee were present as well as Dr. Tim Foster a resident of Boxborough, MA.
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<b>NOTE TAKER</b>	Ms. Cheryl Getsick
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### Meeting called to order at: 7:00 PM

#### Citizens Concerns:

<b>DISCUSSION</b>	<p><u>Veterans Field:</u> Ms. Fochtman revisited and confirmed the entire fence is capped with plastic molding. The gatepost itself does not contain protective molding.</p> <p><u>Gardner Field:</u> Ms. Fochtman confirmed fencing currently exist around three (3) sides of the playground. There is the potential of replacing a gate in the entrance to the parking lot that was removed.</p>
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<b>CONCLUSIONS</b>	<p><u>Veterans Field:</u> If necessary, the Recreation Department could improvise protective material around the gatepost cap.</p> <p><u>Gardner Field:</u> Ms. Fochtman noted the Acton Water District currently maintains the land abutting the field. There is discussion of possibly creating parking areas along the backside of the field.</p>
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#### CONSENT AGENDA

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

#### TOPIC – SIDEWALK COMMITTEE

<b>DISCUSSION</b>	Ms. Karen Jarsky introduced the Acton Sidewalk Committee. Mr. Steve Evans is a member and also the liaison to the various town departments. Ms. Kate Chung is one of the co-chairs of the Sidewalk Committee. Ms. Chung presented a slide show, (see attached). The committee is planning to present statistics and their findings to a number of different departments and committees located in Acton. The committee is hoping to present their ideas at the next Town Meeting. Currently, there are nine (9) members on the committee. The committee feels sidewalks are a high priority. Currently the criteria for prioritizing the sidewalks is based on need, feasibility, safety, population, speed, financial situation and dedicated funds. Currently the committee has \$90K dedicated for sidewalks. The committee is looking at environment friendly sidewalks which wind through the woods. Ms. Chung expressed a major concern is the number of trees which remain next to the road. Also, the MBTA is requesting pedestrian gates be installed at four rail crossing locations throughout the town.
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<b>CONCLUSIONS</b>	Mr. Ron Schlegel informed the committee to contact the Recreation Department Director, Ms. Cathy Fochtman if they desire a letter of support from the Recreation Commissioners. Any sidewalk committee questions or inquiries would be forwarded from Recreation to Pauline Knibbe of the Sidewalk Committee.
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#### TOPIC – VOLUNTEERING AT JONES FIELD

<b>DISCUSSION</b>	Dr. Tim Foster (Boxborough) a volunteer of Acton Boxborough Youth Baseball is active with field maintenance. Mr. Foster expressed a concern and an interest in reclaiming the Jones Field fence from the brush which is intrusively invading the fence.
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<b>CONCLUSIONS</b>	Dr. Foster is able to obtain resources and volunteers. As the brush is near the wetlands, Mr. Foster sought the approval of the Recreation Commissioners prior to beginning. Ms. Fochtman will arrange to have the brush removed from the field after it has been cut and piled.
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**TOPIC – 2009 FEE RECOMMENDATIONS / BEACH**

<b>DISCUSSION</b>	Ms. Fochtman distributed a memo outlining NARA operations and beach programs in addition to NARA current financial status. Ms. Fochtman discussed NARA Park beach rates and recommends the rates stay level for next year. Beach enrollment was level however there was an increase in the non-residence enrollment. Ms. Fochtman commented NARA beach closures were due to rain storms and run off. High E.coli readings at the beach forced a ten (10) day closure. Ms. Fochtman's recommendation was to maintain the beach rates at the current levels. Recreation will offer an early registration rate as an incentive, prior to June 1, 2009.
<b>CONCLUSIONS</b>	Ms. Fochtman confirmed if services were related to the beach closures, such as swim lessons, refunds were issued. A motion to maintain beach the rate at current levels was accepted, 3-0. A motion to amend "Age 2 and above" on the beach form was accepted as amended.

**TOPIC – 2009 FEE RECOMMENDATIONS / NARA YOUTH**

<b>DISCUSSION</b>	Ms. Fochtman commented the Mighty Mini enrollment was higher this past summer. Ms. Fochtman commented the NARA Youth Enrollment has dropped. This appears to be a direct result of the economy. Ms. Jarsky commented possibly expanding marketing areas to different geographic areas. Ms. Fochtman recommended maintaining fees at the 2008 registration levels and increase the cost of post care.
<b>CONCLUSIONS</b>	A motion to maintain 2008 registration fees and increase the cost of post-care was accepted, 3-0.

**TOPIC – 2009 FEE RECOMMENDATIONS / FIELD & FACILITY FEES**

<b>DISCUSSION</b>	Ms. Fochtman recommended fees remain the same as last year, which is comparable to other towns. The possibility of raising revenue by catering to larger companies for company outings will be explored.
<b>CONCLUSIONS</b>	A corporate outing marketing plan will be discussed with the Town Manager. A motion to maintain the fees was proposed and accepted, 3-0.

**TOPIC – BOARD OF SELECTMEN OVERSIGHT MEETING**

<b>DISCUSSION</b>	Mr. Ron Schlegel attended the Board of Selectmen (BOS) meeting. Discussions occurred regarding dog policies; concerts and events; sports group and user fees. The BOS requested information about a "Playground Priority List."
<b>CONCLUSIONS</b>	Recreation will continue to develop this list along with a site visit and review of safety issues. The Town Clerk may have the information needed regarding the demographics of the age of children nearest each of the playgrounds.

**RECREATION EVENTS**

<b>DISCUSSION</b>	Ms. Fochtman noted past and upcoming events at NARA. Monsterbash took place on Saturday, November 1, 2008. Children enjoyed the laser show along with Halloween music and contests. There were approximately 50 children in attendance. The upcoming event "Winter Carnival" is scheduled next. Many similar events from the prior "Winterfest" are scheduled. Some activities will have a fee. Volunteers are needed. The upcoming Summer Concerts 2009 series will have a 60s theme.
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**REPORTS**

<b>DISCUSSION</b>	<b>Elm Street</b> – A playground donation appeal was mailed out to Elm Street vicinity homes. A quote for playground equipment has been requested from the vendor, GameTime. <b>Morrison Farm</b> – Architect firm bids are to be reviewed by a recently formed committee, including selectman Andy Magee, Walter Foster, Tom Tidman & Dean Charter. <b>CPC</b> – An SJC ruling for the Town of Newton has implications for Acton Recreation projects previously approved. The CPC will discuss at their Thursday meeting. <b>School Street</b> – The long term lease with the state is being finalized by the Town.
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**TOPIC – PLAYGROUNDS**

<b>CONCLUSIONS</b>	Playgrounds will be a major topic at the December Commission meeting
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**TOPIC – NARA PARK IMPROVEMENTS**

<b>CONCLUSIONS</b>	Bid invitations for picnic pavilion resulted in no bids
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<b>MEETING ADJOURNED:</b>	8:45 PM
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