



## Town of Acton Recreation Commission

Minutes

ROOM 126, ACTON TOWN HALL

DATE: December 1, 2015

<b>ATTENDEES</b>	Present were Ms. Carol Gerolamo, Commissioner, Mr. Joe Will, Commissioner, Ms. Katie Green, Selectman, Ms. Cathy Fochtman, Recreation Director, Ms. Melissa Rier, Recreation Coordinator and Ms. Mary Lou Repucci, Recreation Secretary.
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### TOPIC: CITIZENS CONCERNS

<b>DISCUSSION</b>	Ms. Rier received a telephone call from a neighbor near the Elm Street Playground who saw a person running two large dogs within the fenced area. The playground equipment was being used for what appeared to be canine agility training. Elm Street is a toddler playground; concerns are for sanitation and for safety. This has happened previously at the Elm Street Playground and at the Miracle Field in NARA Park. Ms. Rier posted temporary signage but stressed the need for larger, more permanent signs. The Commissioners voted unanimously, 3-0, to approve the posting of permanent signs prohibiting dogs within the fenced area.
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### CONSENT AGENDA

<b>DISCUSSION</b>	November 3, 2015 minutes
<b>ACTION ITEM</b>	November 3, 2015 minutes accepted as amended, 3-0.

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### TOPIC: HOLIDAY JINGLE HOUSE CONTEST

<b>DISCUSSION</b>	Ms. Fochtman announced the Recreation Department's second annual Jingle House holiday lights contest. Initiated by Ms. Rier in 2014, this well-publicized contest is open to Acton residents who enter by submitting their name and address. This year's contest features three categories: "Reason for the Season," "Traditionally Elegant" and "Clark Griswold." The winner in each category will receive a prize plus a lawn sign. The contest is open until noon, December 15. Judging will take place the evening of December 15 with winners notified on December 16. The judges will be accompanied by Acton TV with footage to be broadcast on local cable television, subject to contestant consent.
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### TOPIC: NARA MASTER PLAN UPDATE

<b>DISCUSSION</b>	Ms. Fochtman reported work in progress on the NARA Park Master Plan. The Natural Resources Department staff are undertaking a systematic review of specific zones within NARA Park and recording their notes for inclusion in the Master Plan. Ms. Fochtman described a written description that NARA Groundskeeper Bruce Carley contributed to the NARA Master Plan. The Master Plan completion deadline is January 2016.
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### TOPIC: COMMUNITY PRESERVATION ACT PROJECT PRESENTATION

<b>DISCUSSION</b>	Ms. Fochtman submitted five project proposals to the Community Preservation Committee ("CPC"). The presentation date is January 7, 2016, when a comprehensive slide presentation will be shown detailing each project. Mr. Will said the CPC has received requests for thirteen projects totaling 2.4 million dollars with funds available in the amount of 1.1 million dollars. Mr. Will listed the thirteen projects. He suggested naming the new NARA Park comfort station -- one the Recreation Department's proposed projects, "Rail Trail Station." The need for comfort stations at NARA was discussed. Ms. Fochtman suggested that representatives from Friends of the Bruce Freeman Rail Trail and the Miracle League might speak to the CPC about the need to
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accommodate increased traffic within NARA Park.

**REPORTS:**

**DISCUSSION**

- a) Bruce Freeman Rail Trail – A pledge of \$5,000 was made by Friends of the Bruce Freeman Rail Trail toward construction of a new comfort station within NARA Park.
- b) NARA Comfort Station – (See above.)
- c) Morrison Farm – Community Garden plots were tilled a week after the clearing-out deadline. One plot not cleared was not tilled. Ms. Green reported counsel working on ownership and access questions to enable Habitat for Humanity to renovate the farm house for future occupation by a family. Issues concerning the barn were discussed.
- d) T.J. O’Grady Skate Park – Ms. Rier will attend the Town of Boxborough Community Preservation Committee hearing on December 3 to make a presentation in support of a request for \$40,000 in Community Preservation Act funds to apply toward Skate Park expansion.
- e) Playgrounds – The Town of Acton Municipal Properties arborist confirmed the need for tree work at Gardner Field. The playground has been closed to avoid risk. Matt’s Tree Service will work with the conservation crew to remove one tree and to prune others. This will require two days of work. Ms. Fochtman reported the need for more mulch at NARA Playground due to high use. Rubber mats will be added under swings where mulch is displaced.
- f) Community Preservation Committee – (See above.)

**NEW BUSINESS/DISCUSSION:** The Town of Acton may enter a rental agreement at Post Office Square that could potentially house the Recreation Department.

**MEETING ADJOURNED TIME:**

Meeting adjourned at 8:30 PM.

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