



RECREATION COMMISSION

Meeting Minutes

November 5, 2019

7:00 p.m.

RECREATION CENTER, 50 AUDUBON DRIVE, ACTON, MA 01720

Present: Stephen Trimble, Commissioner; Joe Will, Commissioner; Christopher Hardy, Commissioner; Hema Santhanakrishnan, Commissioner; David Martin, Board of Selectmen Recreation Liaison; Melissa Rier, Recreation Director; Clare Siska, Citizen; Karen Martin, Citizen; Karen Sonner, Citizen; Kara Lafferty, Citizen; Paul Swydan, Citizen.

Absent: Ed Holcomb, Commissioner; Mary Lou Repucci, Recreation Office Manager

1. Opening

Chair Stephen Trimble opened the meeting at 7:00 p.m.

2. Regular Business

- A. Approval of Meeting Minutes: The meeting minutes from the Recreation Commission's February 5, 2019 meeting were reviewed and approved by a vote of 4-0, with amendments.
- B. Rec Department and Rec Commission Personnel: Melissa provided some background on the personnel changes within the Recreation Department and introduction of new recreation commission members. Joe spoke to some commission responsibilities.
- C. Gardner Playground Renovations: Paul & Kara reviewed their work for the Gardner Playground. They formed a 501c3 for fundraising and have \$27,014 in hand with \$30,500 pledged and are continuing to fundraise. While partnering with the Recreation Department, they are applying to the CPC for a Master Plan/Feasibility Study. They have been active with many town committees and events such as the upcoming West Acton Holiday Stroll. They engaged Senator Eldridge for state funding and will be following up. Joe asked and it was confirmed they would submit under Recreation for CPA funds.
- D. Jones Field and Playground Renovations: Work is scheduled to start in late spring. Plans were changed to be inclusive versus handicapped accessible (ADA compliant) based on consultation from a Sudbury resident advocate. She is fundraising privately as the cost was driven up by \$200,000 by making the playground inclusive. Melissa indicated that the project would go regardless of the additional fundraising amount. These new play structures would be interesting to any child even though fully inclusive. Fully inclusive means that a wheelchair can use any piece of equipment by actually getting the chair on the equipment itself. It was noted that the parking would be face in on one side with the sidewalks between the playground and the spots. The playground area will be fenced. It



was noted that three stop signs were insufficient for a five street intersection by Clare Siska. Also, there is a tree blocking sightlines leaving Taylor Road.

- E. Acton Dog Park: The Dog Park Committee walked us through the progression of site choices. They have settled on the Main Street location that would be the septic for the planned housing on Kennedy Landscaping lot. David noted that the septic plans would need to be complete before the project moved too far forward and the septic could be built early. He noted that there may be a need to raise the septic depending on what was found in the build out of the septic. This may allow the dog park to commence earlier. Parking constraints were noted. The Dog Park Committee thought the public safety lot was an option and that the veterinary office across the street may permit non-business hour use for parking. David noted that combining the spaces with the planned housing would be most economical. They expect a Board of Selectmen decision in February and since this is a repurposing of land it does not require Town Meeting approval. The team was advised to approach the ACHC in addition to AHA since the ACHC would start the work whereas the AHA operated the housing after it was up and running. After that they would approach the CPC for 2021 funding. Chris made a motion to support the effort and Joe seconded. Motion passed unanimously, 4-0.
- F. Discounted Camp: The Commission endorsed the Recreation Department's sibling and Town employee discount proposals. They suggested 10% for multi-child be replaced with a fixed dollar amount approximately the same value rounded up to the nearest \$5. Hema motioned for the discount, Joe seconded; passed unanimously, 4-0.
- G. Reports:
- i. Fields and Facilities: Nothing to report.
 - ii. Rail Trails: Nothing to report.
 - iii. Events: Nothing to report.
 - iv. Community Preservation Committee:
 - a. CPA Projects:
 - i. *Morrison Farm Irrigation* – Completed and used for the 2019 season.
 - ii. *T.J. O'Grady Skate Park Phase II*: \$191,937.42
 - 1. Bid Results (September 2019)
 - a. Grindline Skate Parks Inc, = \$298,800.00
 - b. Onyx quote on original bid request = \$277,700.62.
 - 2. Stantec has updated plans by taking out some features
 - 3. Currently, we are all paid up with Stantec
 - a. Revisions cost = \$2,500
 - b. Construction Administration = \$5,500



- c. Preparing to go out to bid again with the new plans
- 4. Recreation has been updating Boxborough about the project.
- iii. *Modular Restrooms at the NARA Picnic Pavilion: \$155,000*
 - 1. Installation of sewer line/septic tank – November 2019
 - 2. Installing slab – November 2019
 - 3. Order modular building – November 2019
 - a. Currently waiting on updated pricing on units
 - 4. Hire contractor to install modular building - December 2019
 - 5. Open to public – May 2020
- iv. *NARA Sports Pavilion: \$318,241.27*
 - 1. CBI will have a cost estimate completed by December 2019.
 - 2. Need to submit a CPA application on November 18, 2019.
 - 3. Project will go out to bid in February 2020.
 - 4. Contract awarded end of March 2020.
 - 5. Project completed in July.
 - a. Installation of septic system / leaching field – May/June 2020
- v. *Jones Playground Renovation: See “D” above.*
- vi. *Future Projects: Gardner Field Renovation; See “C” above.*

3. New/Special Business:

A. Field Maintenance Update:

After collecting field fees from all the sports user groups for the spring, summer, and fall season, Melissa had developed a yearly field maintenance schedule for all the fields. This fall, quotes were collected from a number of landscaping companies for:

- 1. NARA Field: Aeration, Fertilization, & Over-seeding
- 2. Veterans Fields: Aeration, Fertilization, & Over-seeding
- 3. Concord Road Field: Fertilization
- 4. MacPherson Field: Renovation of Infield

Gatsby Grounds was awarded the work and the field maintenance plan is in process.

4. Consent Items:

None

5. Adjournment

At 9:52 p.m. it was moved and seconded to adjourn the meeting. The motion was approved unanimously.



Documents and Exhibits Used During this Meeting

- Meeting Minutes of February 5, 2019
- Acton Dog Park Presentation
- Field Maintenance Plan
- Recreation Project Updates