

Recreation Commission Meeting
Minutes for March 27, 2017

In attendance: Commissioners Todd Lindmark, Tom Terpsrtra, Liza Carreiro, Jim Lehan, Director Ann Proto
Absent: Kevin Doolin

Meeting Called to order at 7:03pm in the Recreation Office of Town Hall

Previous Meeting Minutes:

Jim Lehan moved to accept December 19, 2016 Meeting minutes. Liza Carreiro seconded. Jim, Liza and Todd approved. Tom abstained due to December absence.

Tom Terpstra moved to accept February 27, 2017 Meeting minutes. Liza Carreiro seconded. Tom T., Liza C. and Todd L. Approved. Jim L. abstained due to February meeting absence.

Vouchers:

Presented and signed by Liza Carreiro.

Financial update:

Financial report for revolving account distributed. This report does not include current vouchers or amounts due to Winter 2 instructors. As this is the end of the year, discussion pursued regarding projects that need money allocated to them:

- Old Kids Place: This property falls under the Selectmen's domain. There are 2 leaching fields under this property so there is limited use, but parking and a park are options. As discussed at a previous Recreation Commission meeting, this area could be made into a quiet park, "Peace Park". Ann spoke to Sarina at the NPL and she was on board to provide and maintain a Library cart at this park. Ann will pursue the cost of building this park with the goal being to keep the costs as minimal as possible. Benches could be purchased or possibly donated. Donation requests of shrubs and/or installation of shrubs could be made to local landscapers. Ideal for older people since parking is so close and area is flat. Jim Lehan brought up that the Housing Authority which is situated next door needs more parking and a portion of this area may be used for that, but he also mentioned that a park next to the Housing Authority would be very beneficial to those residents. It was agreed that no dogs would be allowed.
- Computer Upgrades: Kathy needs a new monitor. Will be purchased through IT, Mike Yang. Ann needs new ipad. Will also be purchased through Mike Yang or Verizon Store. Approved as long as other town employees are also furnished with ipads. Ann to check.

Current Programs: Current programs were scheduled to end in first part of April. Due to snow days, many are now ending in late April. All programs ran except one, Early Morning Yoga.

Spring and Summer Programs:

Registration starts this Wednesday, March 29 at 12:30pm. Ann is currently in the process of staffing for Playground Program. So far, only 2 staff members from 2016 are not returning. Four new applications have been submitted. There is a possibility that one summer applicant could temporarily do the social media updates throughout summer. One new preschool teacher has been hired for the summer.

Software update:

Software Company has added Mobile enhancement to current system at no additional cost. Ann has upgraded software.

NCL Grant Request:

Ann submitted an \$1800 grant request to NCL. In the summer of 2016 and now in 2017 the minimum wage has increased by a total of \$2/hr. This has resulted in almost a \$4000 increase in the summer playground wages. Additionally, funds were also requested for additional supplies. While the number of total children registered is fairly constant at 300, the number of children attending each day has increased. In 2016 there were 15 days when 120 kids or more attended. Two years ago there were only 3 days when over 120 children attended.

CPC Update:

- The CPC voted to put article on spring 2017 warrant for \$86,000 for irrigation well and system at Freeman Kennedy School. The field priorities in order are Field H, Field I, hooking up the current irrigation systems on the Football field and baseball field. Norfolk Baseball has offered to pay \$7000 to hook their system up. They will pay directly. The Soccer Club of Norfolk has offered to pay \$1000 toward this project even though they do not use the fields at Freeman Kennedy School, but they do recognize the importance. Ann will attend the Advisory board meeting on Wednesday, March 29, 2017 to discuss this project.
- Tom said that Cyndi Andrade was trying to arrange a walk of 32 acres of land off of Lawrence St. Access is through Cranberry Meadow Rd. and Bretts Farm (Eagle Dr.). This is the same land that was looked at several years ago, but as a housing development. Jim Lehan stated this was 61(a) property and there is a current P&S for \$1.4 million. Since it is 61(a) property the town has 120 days to make an offer.

Pond Street Field Expansion:

Five (5) acres still needs to be designated to the state as the 5 acres we want to use. Since Football is leaving Freeman Kennedy, which changes the fields in respect to Soccer, Ann recommended that the Master Plan for fields be updated. As part of this, engineering layout for these 5 acres could be done. Ann spoke to Weston and Sampson at Mass Recreation and Park Association conference as an engineering/architectural firm that may be able to do this. The principal at Gale Associates who did the initial Master Plan for the fields is no longer with Gale Associates.

Field Allocation: Spring 2017 Field Allocation schedule is completed and been distributed.

Field Status: The goal is to open the fields April 1 in the spring. At this point, the fields will not be opening until April 8th. Working to complete the new field at Freeman Kennedy (Field 7). Poles with netting should be up along parking lot by the end of April. Backstop still needs to be fixed. Mound needs to be purchased. Drainage also needs to be fixed but this area is covered by several feet of plowed snow.

Ann brought up that the Boy Scouts had asked to have a Car was at the FK school during Norfolk Baseball and Norfolk Girls Softball's Opening Day. Ann explained that she reached out to Superintendent Ingrid Allardi asking that permission not be granted, but the Superintendent's response was that it already had been granted and in compliance with school rental policy. Unanimously, it was asked for Ann to go back to the superintendent and express the concern for public safety each organization involved in opening day expressed including Norfolk Recreation. Norfolk Baseball and Norfolk Girls Softball have specifically stated that this is a day when the parking lot is very busy with cars and people and adding any more traffic or activity would not be in anyone's best interest and would only add to the chaos.

Important dates:

Town Election: May 2, Town Meeting: May 9.

Next Recreation meeting:

May 1, 2017

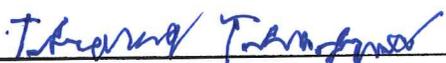
Meeting verbally adjourned at 7:58pm.

Respectfully submitted,

Ann Proto

Recreation Director

(Subbing in for Kathy O'Brien)

Clerk's Signature: 
Tom Terpstra