

## **P & R Meeting Minutes**

November 15, 2018 at 3:15pm  
Clinton Parks and Recreation Department  
560 High Street

### **Called to order 3:17pm**

**Attendees: Ed V., Yoanna O., John B., Rosa K., Emily E., Russ, and (Jodi B. arrived later)**

### **Agenda Items**

Approval of previous meeting minutes – October 2018

Yoanna Motioned and Ed Verrier Approved

### **Administrative:**

#### **Review of Operations:**

#### **Russ updated Commissioners as follows:**

Savage Field Lighting- Discussion on applying for grants to for improving lighting at Savage Field. Suggestion to apply for Baseball Tomorrow Fund which is a matching grant. We would be a good candidate for this grant as we have some already allocated to this project. Matt said Savage is regulation for little league 10 year olds. Russ isn't going for grants, but he encourages the commissioners to go for them. Emily will investigate this grant to see if we are eligible.

Emily talked about getting lighting next to the parking area. Russ said that was included.

Yoanna wanted to know how safe Savage field is in regards to the turf. The fields need to be crowned per Matt and Russ and Emily pointed out that there was a lip in the infield that P&R got rid of with rented equipment. Little League also made some fixes. Outfield has some divots, but they're filled with dirt as needed.

Matt wanted to talk about softball field at Savage and the puddles that are building up there. He said there's stone dust and it doesn't work well. He said New England Soils works well for field conditioners. He said you have to get a type of clay to work with the stone dust. Emily said that Kris received more field materials and she would check to make sure he received the right type and amount. The other problem is that the water table is so high right now due to the high rain this season, so nothing is going to seep into the land. The water tables are abnormally high according to Russ. Matt said they should look more into this during the Spring. Emily said 6 years ago a company put the wrong material down and it's probably the turnover of that materials. Emily will flag it.

Donation- Emily spoke about a donor whose dad is David Brody, owner of the former Van Brodies. Her and her husband want to recognize him, and she wants to put a bronze statue in Central Park. The daughter mentioned that her dad worked very closely with Bill Connolly and it's on the Selectmen's radar. She likes the ones that are kid-centered and she's partial to Central Park. Emily said that she doesn't want to consider another park in town as she and her dad spent a lot of time in Central although Emily said she may be open to Carlisle. The donor is going to write a letter, we would review and then present to the Selectman and the town. Commission discussed how we need to be careful with consideration and make sure the park isn't used as a cemetery. Emily showed the different types of statues. The donor liked the Ring Around the Rosie. Letter will be received by December meeting. Commission said the donation needs to include installation, labor and annual maintenance.

### **Parks:**

The toddler playground. We weren't awarded the Mass Development Grant. They're changing the values of their grants. The park is too far away to stimulate business for downtown. We have \$10K for the playground. Without the matching, we need \$50K, which Emily believes is a bit much. Russ said we can put it into Capital next year to see if it flies and figure out additional crowd funding options at that point.

### **Park Care**

Matt asked about park care and what the policy is around weed whacking, leave blowing and grass clipping. Matt said that P&R staff blew all the leaves at Carlisle Park in a corner and they're all still there. Russ said that APPA (Leadership in Educational Facilities) puts us at Level 4 on 5-point scale and it's all around staffing. 5 is the lowest ranking on this scale so this is something that needs to be improved around town. We don't have enough manpower to keep things maintained to the quality the town would like. Ed said the rain has also contributed to the problem as many work days and projects have been delayed. Yoanna asked if we get the Sheriff's Department here for any projects. Jodi explained that they won't set up a regular schedule. Russ also explained that we lost one person on the Parks and Rec Staff during the busiest time of the year and we only have a few people. Hightower is going to do more work for us in maintaining the athletic fields. Eventually we may have help from the cemetery staff, but ultimately Kris' position isn't just landscaping. He does many other things and Emily provided an example from today where he had to winterize the truck and get it ready for plowing due to the weather forecast. Jodi mentioned that this is what has to happen when you're short staffed and things need to get done. Supervisors roll up their sleeves as needed. Russ explained we are short by 2.5 guys and everyone was doing the best they could. The Commissioners agreed there needs to be changes.

There was discussion about marketing a clean up day to solicit volunteers. The end discussion was that we are short staffed, and we need the town supports us at Town Meeting for more staffing.

We've grown as a department and have many more programs than there's ever been. Expanded programs need space. Emily asked for a year-round recreation coordinator. Met with Personnel Board and are waiting for a final vote of support from them.

Emily said that we're part of the MRPA and we're part of the Central Region and we meet once per month. We're planning a Commission's Night in January. If more than two want to go then it needs to be posted as a meeting. There will be professional speakers that can update us on new laws. The meeting will be held in Worcester or Southborough. Emily will provide details.

If our Commission has anything, we want to include on the agenda for our monthly meetings then we must submit them to Emily within 48 business hours ahead of the meeting and Emily tries to post the Friday before so Emily would like it one week ahead of time.

### **Recreation:**

Clinton Youth Softball Meeting – Emily met with the new school Athletic Director, John Smith, to speak about the current needs of the program. He seemed supportive of the Clinton Youth Softball League. He will give us the same stuff as we have historically received. We talked about the field to the right of the high school and splitting the cost between the school and P&R for the upgrades. Little League has been taking care of the field for the last few years. Going forward we should set up a meeting between all organizations.

Summer Playground Program- During the summer there were random conflicts with other programs and we discussed the communication needed between our department and the school so that everything runs smoothly. Everything NEEDS to go through Mary Winkler-Neely. She shares the schedule. The rain locations weren't listed on the scheduled, so this is something we should modify moving forward. John Smith was very supportive and wants to continue the positive partnership with CPR and league.

Block party on ice is set for 1/25. Matt gave confirmation that the lights work. Matt will give Emily a key and show her where the light switch is located. We plan to open the party room for an indoor space. We'll bring TV, hot chocolate, board games. We also sell candy bars, pizza, popcorn. There was brief discussion about eventually replacing the fence in the back of P&R.

Emily mentioned that there wasn't going to be any port-a-potties at ice rink because the P&R will be open until 5:00. All people using the rink can go inside up until that time. Lights will not be on regularly so bathrooms after business hours should not be an issue.

Tree Lighting event will take place on 11/24 at 5:45.

Holiday Pops sold 60% of table, 38 Groupon (\$20 16 balcony seats) concession stand, professional bar service. The theme is Heart of the Holidays. Rustic theme. Family event. Middle School is joining us. NH Philharmonic, two lady soulful singers, two flutists. Volunteer committee is great. We're doing a 50/50 raffle.

Holiday Baking Challenge falls on 12/12 and judging sheets will be provided. There are Four Categories. Commissioners can come a little early or stay a little later. There will be prizes.

Marie wants to talk about a collaboration with P&R on a Story Walk Series in a park. She will be attending the next meeting to discuss.

Ginger Bread House 12/19 will be at the P&R. We have most of the candy and we're getting ready. Emily will send pictures to the paper.

Yoanna and John brought up meeting time issues and 1/17. Determined that the meeting times would have to be a determined monthly based on the commissioner's schedule.

John's mother Ann recommended the American Flag at Duffy Park gets replaced as it is ripped. Emily will check with Brendon Bailey about getting a new one.

Celtic's Event is now being advertised by department- 12:30 game on March 16<sup>th</sup>, Celtics vs. Atlantic Hawks, and it's \$100 per person with a coach bus. Erin [traintherunway@gmail.com](mailto:traintherunway@gmail.com) for contact to send the game information to the local basketball league. Emily also wanted contact information for Brian Coyne that Matt was going to give to her.

Adjourned 4:30 Jodi motioned, Yoanna seconded, and all in favor.