

**August 28, 2019**  
**Clinton Parks & Recreation Meeting Minutes**  
6:00pm  
Clinton Parks & Recreation Building  
560 High Street

**Commencement - 6:05PM**

Chair Breidel calls meeting to order.

In Attendance: Chair Jodi Breidel, Commissioners John Baird, Matt Kobus, Yoanna Osborne, Edward Verrier, Director Rosa Kairit

*Commissioner Osborne requested a moment to acknowledge Ms. Courtney Tomolo, Nichols College Intern, for her contributions to the department while at Clinton Parks and Recreation. Chair Breidel echoed the statements.*

**Guests:**

- Ms. Maryann Castillo Re: John E. O'Malley Bench – Duffy Park:

Ms. Maryann Castillo, Clinton Resident, requesting parameters around having a bronze plaque placed under her grandfather's bench at Duffy Park.

*Ms. Castillo requests a bronze plaque placed under John E. O'Malley's bench at Duffy Park as an update. Matt motioned to provide permission to Maryann Castillo for the purpose of exploring a bronze plaque to be placed at said location. Comm. Osborne 2nd. Unanimously approved. Dir. Kairit will work with the company to discuss options. Ms. Castillo wants to be consistent with sizing of existing plaques.*

**Administrative:**

Review and Acceptance of Previous Meeting Minutes –  
7/31 (Regular Board Meeting)

*Chair Breidel motioned to accept 7/31 Meeting Minutes. Comm. Osborne 2nd. Unanimously approved.*

**Parks & Recreation:**

Clinton Area Little League Snack Shack incident – update and apology (Director Rosa Kairit)

*Director Kairit apologized to the Clinton Area Little League (CALL) for the Department of Public Facilities turning off the power to the concession stand, the scoreboard, and the press box, without informing CALL. Director Kairit stated there was a miscommunication between Parks*

*and Rec. and Public Facilities.*

### Brody Monument update and plaque approval (Rosa)

Brody Monument Update - October 12th or 13th for dedication. Write up for paper and social media for unveiling. Comm. Osborne inquired about who is running the event. Rosa was under the impression that a relative will be speaking in addition to Dir.Kairit. Comm. Osborne raised questions about the print of dedication being grammatically correct. Chair Breidel motioned to accept Brody Monument with the requested grammatical changes. Comm. Kobus 2nd. Unanimously approved.

### Discussion regarding formalized "Naming" guidelines (All)

*Discussion regarding formalized 'Naming' guidelines. Chair Breidel distributed draft Policies and Procedures for Naming of Clinton Park, Areas and Facilities. Naming guidelines will be reviewed by the commission and discussed at the next meeting. Chair Breidel motioned to review the draft for the next meeting and any decisions to consider naming rights will follow.. Comm. Kobus 2nd motion. Unanimously approved.*

### Public request from Karen Gaw to name the Skate park after her deceased grandson, Vincent Garreffi (Rosa)

*A relative of Mr. Vincent Garreffi, who passed away tragically, seeks to have the Clinton Skatepark renamed In Memoriam of Mr. Garreffi. If approved, the renaming would include a donated sign by the family. The Garreffi Family will hold a dedication of the bench located at the skatepark in October 2019. Chair Breidel motioned to table the request until naming draft has been reviewed, updated and approved. Comm. Baird 2nd. Unanimously approved.*

### Rockbestos/Suprenant Property – 172 Sterling Street, Clinton, MA

- Committee Update (Matt, Rosa, Ed)
  - Members
  - Next Steps – General Action Plan
    - Due Diligence
    - Board of Selectmen Meeting
    - Public input process
    - Other

*Rockbestos - Sub-committee met on August 27th, consists of Ed Verrier, Matt Kobus, Rosa Kairit, Frannie Hodge, Brian Coyne, Debra Goodsell and Russell Karlstad. The following items were discussed:*

- ~Gather pubic support for the Town of Clinton to transfer property to CP&R
- ~Online and Paper petitions
- ~Going to Olde Home Day with Booth Set-up
- ~Ed volunteered to set up booth around town
- ~Brochure to discuss reason for the property

*Once signatures are gained go to the BOS, approximately 1500, present request. The site is 8.43 acres and there was mention of splitting the property for multi-use, but the committee agreed to seek approval of utilizing the entire property. Several recommendations made by the community included a dog park, the new location for the skatepark, walking trail, and amphitheatre. Comm. Kobus mentioned that the Feel Good Foundation is doing a SummerFest fundraiser in June 2020 at Fuller Field, and the proposed location would be a fantastic venue. Dir. Kairit stated the challenges Central Park poses for the Summer Concert Series, Movie Night, and other events. Challenges included parking, coverage for weather conditions, and the logistics of the event itself.*

*Dir. Kairit stated the first meeting was very productive and was very happy with the enthusiasm. Comm. Osborne asked about parking, which would be designed at a later date. Comm. Verrier acknowledged that it's one of the last parcels of land in Clinton that could be utilized for a park of that size and in nature. Comm. Kobus stated that Mr. Russell Karlstad was confident the property could be capped and built upon safely.*

*Initially, the next step would be to attend the Board of Selectmen on September 18th. Mr. Karlstad suggested a BOS meeting in October would be better suited. Comm. Verrier applauded how well the meeting went, especially everyone's participation.*

*Comm. Osborne said that she's happy the effort is going forward and everyone is working together. She wants to see it moved forward while also taking care of the voters request to add parking to Vale.*

## **Department Updates:**

### **Staffing**

*Dir. Kairit will conduct final interviews on August 31st, and project to make an offer to the finalist with the hopes of hiring the Recreation Coordinator by Friday September 6th. The position is a full-time position with benefits, and was previously titled as Recreation Manager, which was not consistent with Parks and Recreation job titles.*

### **Programs**

#### **Summer Programs**

*Financials for Summer programs have not been completed at the moment. Dir. Kairit increased max participants by 10%, capping the Summer Program at 110 children, with the camper to staff member ratio being within the required ratio.*

## Fall / Winter Programs

*Brochure being completed, and website being updated. This year, 1100 copies were ordered (1500 year prior, 1700 prior). Comm. Kobus suggested collaborating with Clinton Public Schools in order to ensure brochures are making it home. Many of the brochures can be found around the schools, and Comm. Kobus questioned if there might not be a more effective way to get the brochures home, such as appearing at Open House or Parent-Teacher Conferences. Dir. Kairit was confident that the current system of delivery was effective.*

*Dir. Kairit voiced frustration with inefficiency of registration website [www.campdoc.com](http://www.campdoc.com). Dir. Kairit voiced liability concerns as parents are not completing the registration forms in its entirety, such as medical conditions. Chair Breidel stated that the software was purchased by a commissioner's vote, and any decision to cease use should be voted on. Dir. Kairit believed that a vote would not be necessary because the software would be considered operational. Currently, Parks and Recreation must transfer the information from an online database to a spreadsheet to ensure all of the information is available to staff members as internet connection is not always available. Chair Breidel voiced concerns over the potential liability from a staff member transferring information from one database to a spreadsheet as any human error could lead to significant issues, and if a parent is not completing the necessary paperwork, then the responsibility rests on the parent. Comm. Kobus stated that any registrant with incomplete information should not be permitted to participate until the necessary paperwork is completed.*

## Collaborations

*Dir. Kairit discussed existing collaborations between Parks and Recreation and the Senior Center, such as a bus to the Red Sox. Dir. Kairit discussed a new collaboration with a local farmer's market, that was very well received, and is looking to grow upon.*

## Ice Rink

*Ice Rink - The liner was damaged and needs to be replaced. Dir. Kairit stated it required a \$1,200 commercial grade liner. Comm. Kobus indicated that there is a comparable liner for under \$400. Dir. Kairit stated a commercial grade liner was required. Chair Breidel suggested further investigation. Comm. Baird motioned to suspend erecting the ice rink for the upcoming Winter 2019-2020 due to the amount of resources required to maintain the rink. Comm. Verrier 2nd. Comm. Kobus stated the rink was funded through a warrant article, and was approved by the town's voters at a town meeting. Comm. Kobus advised that the rink should be erected for the 2019-2020 Winter. Motion to suspend erecting the ice rink was approved, 4-1 with Comm. Kobus opposing.*

**Adjournment:** Comm. Baird motioned to adjourn the meeting at 7:41PM. Comm. Osborne 2nd. Unanimously approved.