

July 20, 2022
Clinton Parks and Recreation Meeting Minutes
6:00pm
Clinton Parks and Recreation Building
560 High Street, Clinton, MA 01510

Call to Order: 6:00pm

Attendance: Chairperson – John Greene, Commissioner Patricia Kerrigan, Commissioner Amanda Agnitti, Commissioner Joseph Notaro, Commissioner Mike Garofoli, Director Mackenzie Maloof, Coordinator Laura Taylor

Public Comment – moved to top of Agenda – Per John Green

- **Phil Duffy** – Brought up idea of new lighting at Central Park and resetting the lighting for the new statute of the three children playing – a developing idea – adding to next agenda for August meeting. Central Park Trees – looking to have a design professional come in and design a layout and photometrics. Need a species that throw shade.

Administrative

1. **Review and Acceptance of Meeting Minutes** – motion to approve by Patty K and seconded by Amanda. All in favor. Once minutes are approved, they will be sent to Joyce at Town Hall to be posted on the town website.
2. **Agenda Items** – Items for Agenda are due Mackenzie Maloof the previous Friday by 4:00pm so Agenda can be posted on the town website the Monday (48 hours) before the meeting.

Parks & Recreation:

1. **Department Updates**

- **Kindergarten Playground** – positive experience – lots of great feedback
- **Town Wide Yard Sale** – had 25 families in Central Park and 25 home sellers
- **Summer Playground/Teen Adventure** – Full capacity and wait list

2. **Upcoming Events**

Summer Concert Series – Tuesdays – added a Food Truck – Luccas and we have put through a liquor license for Sterling Street Brewery to join us – on the Selectman’s Agenda – 7/20 – bigger brochure for next summer.

Family Field Day – Saturday, August 6th at 1:00pm. Families compete against each other in field events – tug of war, dodgeball, etc. Looking for families to sign up.

NYC Bus Trip – Scheduling for Saturday, November 19, 2022.

Salem Bus Trip – Scheduling for early October.

Teen Hangout/Movie Night – have a bimonthly or weekly opportunity for teens – 12-15 to hang out and watch movies, play games, socialize at the Parks and Recreation building.

Skate Park Events – coordinating organized events at Skate Park – Mackenzie spoke with some of the citizens that use the park and looking into having Skate Jams.

3. **Introduction** – Laura Taylor – new Parks and Recreation Coordinator

Skate Park – Vale Street – Is there a safety concern. There are a lot of homemade ramps and jumps and is the liability for Parks and Rec, the Town? Remove any items/structures that are not supposed to be there. John, Mackenzie and

Brian Farragher will walk the skate park and access to see if safe and come up with a plan to clean it up. If deemed unsafe all proper notifications will be made – Skate Park will be put on August 3rd Agenda.

CCTV Discussions – motion made to contact CCTV to ask to have Parks and Recreation Commission meetings filmed. Amanda will contact.

Motion: made by Patty and seconded by Amanda. All in favor.

Microsoft Issues – we have a shared drive that goes back to Emily. The Contract with Microsoft expired – we thought it was in September – expired earlier month – we are in contact with Microsoft and have filed a claim. We are now backed up in the drive and in the Google Cloud – but we lost all our electronic files. Keep on Agenda.

Motion – Once minutes are approved, we send to Town Hall/Joyce – motion made by Amanda and seconded by Patty. All in Favor.

Chess Table at Central Park – Mackenzie is waiting to hear from Deb Goodsell- email has been sent. Mackenzie will reach out again.

Trash/Recycle at Central Park/Vale Street – getting calls that barrels are overfilled and need to be emptied. We also need new barrels – have lasted over 20 years. Mackenzie will order once she has the number needed from Brian Farragher. Facilities will cover the cost. We also need to look at the barrels at Vale Street. Pick the worst ones and replace.

Splash Pad – Philbin Park – hours are Memorial Day – Labor Day – Dawn to Dusk. Change signage to say 8:00am – 8:00pm and update the website to reflect the specific hours of operation. Need to visit Philbin Park. Facilities is looking into putting in a 5' of artificial turf around the pad (berm) to protect the grass and decrease mud. This will be done once Splash Pad closes for the season. Facilities will also investigate if retaining wall in parking area needs to be fixed or replaced. We will update the website with the specific hours so not vague.

Motion: When turf situation for splash pad is figured out by Facilities give Brian permission to do it and not to bring it back to the Commission. Motion made by Amanda and seconded by Patty. All in favor.

Central Park Fence Painting – Facilities as Nypro do possible do this during a “Volunteer Day.” Facilities will supply all materials needed. Brian reached out and he is waiting to hear back. Know that Veterans and Senior Citizens have volunteer hours to work off for the tax rebate. As well the National Honor Society students have hours they need to fulfill. Joe has a contact at Sheriff Blue’s office for a volunteer source if needed. Joe will put Sheriff Blue in touch with Brian.

Summer Counselor Pay – need a new pay structure so that the Summer Playground and Teen Program Staff are being compensated in accordance with the Federal Minimum Wage Laws. Mackenzie will create a new pay scale and will let Commission know the amount of money that is needed to cover the new amount needed for salaries for the last 3 weeks of Summer Playground/Teen Adventure.

Comp Days – Mackenzie is keeping track of her hours over the 35 per week and will let the Commission know when she is using her comp time. CPR employees will keep track of hours over the weekly hours. Records will be kept and commission will be notified (for approval) when comp days/hours are taken. Mackenzie will be complete monthly. Mackenzie is going to document all comp time earned from her hire date. Mackenzie will email the chair starting with March – her hire date. Laura will keep track from July 1st.

Town Meeting Warrant – Mackenzie will begin to inventory what CPR has and compile a list for a Clinton Parks and Recreation Warrant for the Town Meeting in June 2023. There may be a special Town Meeting in the Fall but that has yet to be confirmed. She is also creating a warrant for Summer Playground for new equipment as we have not gotten new equipment since 2009. If we are increasing the price of the program, then we need to up the equipment we have.

Mackenzie will put something together. We are going to continue to inventory the entire attic and create a wish list. Mackenzie is also asking each commissioner to offer input for the Town Meeting Warrant.

Parks and Recreation Commission Meetings – next twelve months

August 3rd
September 7th
October 5th
November 2nd
December 7th
January 4th
February 1st
March 1st
April 5th
May 3rd
June 7th
July 12th

Agenda Items Due By 4:00pm – Friday before Commission Meeting

July 29th
September 2nd
September 30th
October 28th
December 2nd
December 30th
January 27th
February 24th
March 31st
April 28th
June 2nd
July 7th

Motion: Motion to accept the dates presented by Amanda for Park and Recreation Commission Meetings for the next twelve months. If we meet the first week of each month we can address any issues and then have time for another meeting if needed later in the month. Motion made by Patty and seconded by Joe. **All in favor.**

American Flag – John Green asked for an American Flag to be present at all commission meetings. We will begin all meetings with the Pledge of Alliance.

Discussion/Comments: by Commissioner Agnitti regarding the PSA from Commissioner Notaro. Commission Chair John Green called the meeting back to order.

Motion to Adjourn – Motion to Adjourn (7:25pm) made by Mike and seconded by Joe. **All in favor.**