

**Recreation Commission Meeting
September 27, 2016**

Hunt Recreation Center

Pursuant to a notice duly posted with the Town Clerk, a meeting of the Recreation Commission was held at the Hunt Recreation Center on Tuesday, September 27, 2016 at 7:30 p.m. Members present were Jack Carlton, Paul Grasso, Peter Hunter and Peter Ward. Also present were Ryan Kane, Recreation Director, Anna Wood, Assistant Recreation Director and Jon Straggas, Beede Center General Manager. The meeting was called to order by Mr. Hunter at 7:30 p.m.

Approval of Minutes from July 25, 2016

- Mr. Ward asked if wording could be changed in the Beede Center report regarding the proposed change from annual to monthly membership billing. Mr. Hunter motioned to approve the minutes as amended, Mr. Ward seconded. Motion passed unanimously.

Public Input

- Casey Atkins and Anne Kilroy representing the Concord Integrated Preschool Parent Group and Playground Steering Committee presented a plan for a new playground area at Ripley School for 3-5 year old children with cognitive and physical disabilities. The project cost is \$360,000. They are seeking CPA funds for half of the construction costs. The other half of the project would be funded through grants, the school district and the town. CIPS has the support of the Disability Committee and the school superintendent. They would like the support of the Recreation Commission. Mr. Kane presented a draft letter of support. Mr. Kane presented a draft letter of support for review by the commission. Mr. Hunter asked who would manage the construction of the project and maintenance of the playground when completed. The project will be gifted to the town and the recreation department will maintain the playground. Mr. Hunter motioned that the commission accept the recommendation letter as amended. Mr. Ward seconded the motion. The motion passed unanimously.
- Bill and Katelyn Lewis spoke about the softball scoreboard for Emerson Playground. The scoreboard is Katelyn's Girl Scouts Silver Award project. The scoreboard will engage children during games and fill a long-standing need for a scoreboard. Mr. Kane stated the Peter Flynn of the parks and Grounds department has provided the final approval. The sign is being fabricated by Crosby Design and will be installed along the 3rd base line by the tennis courts.
- Katherine Garcia, Recreation Liaison for the West Concord Advisory Committee, asked how the plans for the Rideout parking area are coming along. Mr. Kane stated that the construction would likely begin in spring of 2017. Ms. Garcia mention plans for brown bag concerts in the Brookside Village courtyard, and the possibility of making West Concord a state designated cultural district.

Department Update

- Mr. Kane reported that financial assistance was down 50% for summer camp. Application review process straightforward. If there are questions, Bonny Wilbur, the town's Community Services Coordinator is brought into the discussion. Typically, financial aid is non-revenue. The METCO program provides a grant. And, money is available from the Destephano fund. Last year summer camp gave out \$86,000 in scholarships.
- A sports group meeting was held to reach agreement on field scheduling. Concord Youth Soccer, which has the "oval" field scheduled, is allowing Recreation to run an inclusive track program Saturdays from October through November. This situation pointed out that some groups are scheduled for field space and not using it, or sub-leasing space to other groups. Mr. Kane will be coordinating all field scheduling. Mr. Ward stated that Concord on Tap has studied field utilization for their placement of water fountains. Mr. Kane plans to meet with Concord on Tap.
- Mr. Kane met with the Carlisle Recreation Director to discuss partnerships between the two towns.
- Mr. Kane reports that Middlesex School donated \$100,000 for the track resurfacing. Bids are due in October. Cape and Island Tennis & Track made recommendations regarding the project scope.
- Mr. Kane presented photos of the skate park. The skate park is currently locked-up as it falls within the landfill remediation area of the old high school. The school department is preparing a remediation and development plan for the site. Mr. Ward asked if the ramps were deteriorating. Mr. Kane reported that the ramps are in good shape, but the area around it needs attention, specifically the pavement. Mr. Hunter asked if we should post signage regarding usage. Mr. Carlton asked if the park would remain closed until the remediation is completed, and possible if the ramps could be moved to another location. Mr. Kane asked if we should determine if this is the type of equipment the users want as we determine what is best for the site.
- Mr. Kane reported that the Rideout Playground design is 75% complete. There will be 48 parking spaces. He will confirm if there will be any lighting in the parking area. The budget will not allow for the pavilion and spray pad from the original design. Ms. Garcia asked about a trail or sidewalk along the Laws Brook Road. The site plan shows a sidewalk on the opposite side of the street.
- Ms. Wood updated the commission on the CPC Funding application for the Rideout Pavilion and Splash Pad. The department is seeking \$126,000. The 2014 Recreation Strategic Plan calls for 1 sheltered picnic space for every 5000 residents. The pavilion would abut the splash pad. The splash pad would be meet all accessibility requirements and use recycled water. The priority would be the pavilion if funding was not approved for both items. Mr. Kane added that these features would add life to the park. And, it's better to invest in amenities rather than new parks or trails. The project has the support of the Town Manager.

Operations Report

Program Report

Anna Wood reported:

- School Year programs have 134 participants versus 180 last year. The 1 day afterschool option was eliminated this year. The Terrific Tuesday program is run on the early release day. This does help parents with a one day need. Carousel continues to have a steady enrollment. Before School runs at the three elementary schools. Enrollment is consistent with last year.
- Work continues with program managers on a budget document.
- Feedback from Day camp evaluations was great. Parents have a good perception of the program. Some missed tennis. Nature and science programs were offered.
- First annual Sleepy Hollow 5K, Sixth Grade Dance, and Trunk or Treat will be held.
- Fifteen people attended the CPAC meeting to discuss adaptive and inclusive programs. The department will be offering more inclusive programs.

Beede Center Report

Jon Straggas reported:

- There were 42 new memberships in September. 36 Summer Membership Rollovers, 31 in 2015.
- Water Fitness classes began Monday. Canceled 2 classes. Coached Workouts and High School Preseason are full. Otters begin next week with 160 participants. Wednesday September 28, CPD Citizen Award to be given to those involved in last February's rescue.
- 9 new Arc Trainers and Digital TV installed in Cardio Room at shutdown. Personal Training is busy. Did not see the typical summer decline. We are offering 36 group exercise classes and have 245 participants.
- Mr. Kane reported that the pre audit FY16 budget shows a deficit of \$116,000. The Beede Center has 6 months of operating expenses reserve, per Town guidelines. We are taking a hard look at options to reduce the deficit in FY17. We are considering a foundation or Friends of Recreation to help fund future Beede capital projects.

Reports from Liaisons

Steve Ng, Select Board: Not present.

Scott Randall, Finance Committee: No report.

Peter Ward, CPC:

- Application deadline is September 30 at 4:00 pm.

Peter Hunter, Long Range Planning Committee:

- Committee is in the early stages of data collection of demographics and trends.
- Scenario planning for 2030.

Old Business

Mr. Hunter stated that the next meeting will be Tuesday, November 29 at 7:30 pm.

Mr. Hunter moved to adjourn. Mr. Ward seconded the motion. The meeting was adjourned at 9:35 p.m.