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TOWN OF ACTON
RECREATION COMMISSION

MINUTES – FEBRUARY 7, 2012

6:45 PM

TOWN CLERK, ACTON
ACTON TOWN HALL
ROOM 126

ATTENDEES	Recreation Commission members present were Ms. Karen Jarsky, Chair, Ms. Betsy Mercier, Commissioner, Ms. Bridget McKeever-Matz, Vice-Chair, Ms. Cathy Fochtman, Recreation Director, Mr. Steve Leo, Commissioner, Ms. Cheryl Getsick, Secretary, Citizen Mr. Joe Will.
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AGENDA TOPICS

Meeting called to order at: 6:45 PM

TOPIC: CITIZENS CONCERNS

DISCUSSION	Non-resident use of NARA Park. Training by the Acton Police Department to the NARA staff for safe and secure use of NARA park. The Police Department would like to have a meeting with the staff regarding atypical behaviors which they should contact the Police Department immediately. Diversity training will also occur.
ACTION ITEM	Ms. Fochtman will contact the Police Department to arrange for the training.

TOPIC: CONSENT OF MINUTES

DISCUSSION	A motion to accept the January 10, 2012 & January 25, 2012 minutes as proposed, 3:0.
ACTION ITEM	The minutes will be updated onto the Town of Acton website.

DISCUSSION	A motion to accept the July 2011 minutes as amended, 3:0.
ACTION ITEM	The minutes will be updated onto the Town of Acton website.

TOPIC: FEES

DISCUSSION	The Commissioners reviewed the current fee structure for the rental of the NARA amphitheater and NARA walkway. Currently there exists a for-profit, non-resident rate. Slight changes made to the pricing of the 2012 schedule were discussed and voted on. A motion to increase the fees was made by Commissioner Mercier and seconded by Commissioner Leo. Motion approved 3-0.
ACTION ITEM	Ms. Fochtman will update the fee schedule accordingly and provide to the Board of Selectmen for approval.

TOPIC: GOWARD PLAYGROUND COMMITTEE

DISCUSSION	Ms. Fochtman proposed creating a playground committee rather than answering questions from Friends of the Playground (FOP) members individually. This will streamline the process and maintain consistency. A common committee member to spearhead this would be helpful. Commissioner Jarsky requested information about the "State Vendor" list. Does the purchasing of equipment and installation need to be placed out for bid? Are there other avenues the Recreation Department could look into rather than obtaining bids? If not, a bid package needs to be developed.
ACTION ITEM	Commissioner Steve Leo will become the liaison regarding questions or concerns surrounding the Goward Playground. Open meeting law regulations will be followed. Surveying of residents with additional questions will be addressed by the Friends of the Playground including photos which will be placed on the FOP website.

TOPIC: OPEN SPACE & RECREATIONAL PLAN



DISCUSSION	Ms. Fochtman will meet with the committee within the next week or so to discuss integrating the goals and objectives into particular sections. The plan will address more specific details and how the goals and objectives will be met.
ACTION ITEM	Ms. Fochtman will update the Commissioners at the March 2012 meeting.

TOPIC: NARA PLAYGROUND SHADE STRUCTURE

DISCUSSION	The Commission is considering the addition of a shade structure to the NARA Playground. A 10' x 15' area has been measured and would be useful. A quote for a structure this size has been requested. There is the option for picnic tables, benches or leaving it open for chairs. Determination of orientation of the location is necessary prior to installing. There is also the possible option of a sail which could be moved in accordance with sun location.
ACTION ITEM	Future discussion at the March 2012 meeting.

TOPIC: COA SENIOR CENTER / COMMUNITY CENTER SUBCOMMITTEE

DISCUSSION	A wish list for Community Center functionality is being developed by the subcommittee members.
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TOPIC: NARA PARKING EXPANSION

DISCUSSION	The Highway Department will be clearing the area for the Miracle Field as well as the clearing of trees for the upper parking lot expansion, which will include 70 additional parking spaces. It will be constructed of gravel and will exit onto Quarry Road. Underground utilities may be installed for a future snack bar and bathroom facility. The Miracle League presentation to the Board of Selectman (BOS) was well received.
ACTION ITEM	Updates will follow at the March 2012 meeting.

TOPIC: REPORTS

DISCUSSION	<p>Elm Street – Nothing to report Morrison Farm – Nothing to report CPC – Nothing to report School Street – Nothing to report Playgrounds – Commissioner Jarsky will send an email to the Beacon Newspaper regarding the original name of Goward Field. NARA Picnic Pavilion – Ms. Fochtman is awaiting confirmation of monies on hold for the development of this project. Open Space & Recreation Plan – Previously discussed Recreation Operations – The Spring & Summer booklet will be published and mailed soon. The MA Fish and Wildlife Agency is in the process of drafting a lease with the Town of Acton for property on Harris Avenue. The building needs renovation. New Business – Commissioner Jarsky would like to pursue better communication between Conservation and Recreation. A discussion with Director Tom Tidman will occur to pursue this avenue.</p>
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Meeting Adjourned: 8:15pm

**Supporting and referenced documentation relating to these minutes are available on the DocuShare site; <https://doc.acton-ma.gov/dsweb/View/Collection-1985>*