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Recreation Commission Minutes 02/12/2008

Park and Recreation Commission
Minutes
Tuesday, February 12, 2008

Approved

The Park and Recreation Commission came to order at 7:05 PM on the first floor of the Arlington Senior Center on Tuesday, February 12, 2008.

Members in attendance included: Leslie Mayer, Don Vitters, Jen Rothenberg and Jim Robillard. Also in attendance was Director of Recreation Joseph Connelly.

Members of the public included Allan Brown, Jeanne Leary, Paul Romeo and Andrew Leonard.

Approval of Minutes

The Park and Recreation Commission reviewed the minutes of January 8, 2008. Mr. Vitters motioned to approve the minutes and it was seconded by Ms. Rothenberg. Motion was approved 4-0 with Mr. Robillard not yet in attendance.

Pheasant Ave./Stratton School Playground Design Review

Mr. Connelly reviewed the results of the second public input session. Mr. Leonard reviewed the changes to the plan including the addition of a sandbox area near the tot area. The Commission discussed the need for additional seating above the swing area. Mr. Brown indicated that was the main access point from the school to the playground. The Commission thought the plan included adequate seating and indicated that benches could be added at a later date if there was a need.

Mr. Leonard suggested that the bid include three add alternates in the following order:

1. Poured concrete edging- estimate \$19,000
2. Replacing the fence on the west boundary – estimate \$9,500
3. Addition of a drinking fountain – estimate \$16,000

The Commission discussed these add alternates. Ms. Mayer stated that she would like to see the fence as add alternate #1. Mr. Connelly stated that he agreed. Mr. Vitters asked why concrete was not in the base bid. Mr. Leonard stated that it was to make sure the base bid came in under budget.

Mr. Connelly stated that there was a suggestion to investigate a community build to save money to include poured rubber under the swing areas. Mr. Leonard indicated that he checked and the savings would be approximately \$13,000-\$16,000. Mr. Connelly

stated that the initial thought was that this would save closer to \$30,000. The Commission discussed the community build process.

Mr. Leonard stated that the contractors he spoke with would not purchase the equipment but would prep the area and then do the surfacing afterwards. The Commission discussed their concerns with Mr. Brown. Concerns included: liability, project timing, two bid packages, warranty, scheduling and cost benefit.

Mr. Connelly suggested adding the community build as a deduct. Mr. Leonard will inquire whether or not this would effect the add alternates.

Ms. Rothenberg discussed the cost of rubber and wood carpet of the areas with Mr. Leonard.

Mr. Vitters motioned to accept the final design and bid the project as follows:

Base Bid

Add Alternate 1 – Replace the fencing

Add Alternate 2 – Poured concrete

Add Alternate 3 – Drinking fountain

Deduct – Community Build – As long as it did not effect the add alternates

Motion was seconded by Mr. Robillard and approved 5-0.

Mr. Brown complimented the Commission and Mr. Connelly on the entire design process.

International School of Boston Terrace Project

Mr. Romeo reviewed the design plan for terracing the sloped tree area near the playground at the Parmenter School. Mr. Romeo stated the product would be pressure treated lumber. Mr. Vitters stated that it should be newest acceptable safety material. Mr. Connelly stated that he believed it was now called ACQ. Mr. Romeo stated that the areas would be filled in with soil when it was completed, approximately 10-12 cubic yards. Mr. Romeo requested that the Town donate the soil. Mr. Connelly will check with both DPW and the Redevelopment Board on the donation. The Committee reviewed the design and number of required steps.

Mr. Vitters suggested that the design is sufficient but would like to see the product details and construction schedule. Mr. Connelly stated that an official public hearing should be held and that the volunteers would need to sign the proper indemnification form.

Ms. Mayer suggested having the public hearing within the March Commission meeting. Mr. Connelly will acquire the appropriate abutters list and advertise.

Mr. Vitters motioned to accept the design concept with one more meeting to review the material data sheet and construction information. The motion was seconded by Ms. Campbell and approved 5-0.

2008/2009 CDBG Application Review

Mr. Connelly reviewed the CDBG application process and his recommendations for this year's request. Mr. Connelly stated that his priority order was as follows:

Scholarships and Jobs, Jobs, Jobs - \$21,000

Summer Street Playground Surfacing - \$80,000

North Union Basketball and Spray Pool Surfacing - \$151,940

Ice Rink - \$300,000

Buzzell Field Basketball Court - \$50,000

Ms. Mayer asked that the Spray Pool and Basketball Court be separated for our own internal purposes. The Commission discussed the priority order. Ms. Mayer suggested moving up Buzzell Basketball Court to third.

Ms. Rothenberg motioned to support the CDBG request as presented with the following priority order:

Scholarships and Jobs, Jobs, Jobs - \$21,000

Summer Street Playground Surfacing - \$80,000

Buzzell Field Basketball Court - \$50,000

North Union Basketball and Spray Pool Surfacing - \$151,940

Ice Rink - \$300,000

The motion was seconded by Ms. Campbell and approved 5-0.

Recreation and Rink Update

Mr. Connelly distributed the draft version of the 2008 spring and summer brochure. Ms. Mayer asked if there were any fee increases. Mr. Connelly indicated that a couple of programs did increase by \$5. Mr. Connelly will submit a written fee increase proposal for next meeting.

Mr. Connelly did state that Mr. Cunningham and himself had a scare last week concerning glycol lost in the rink bed. Mr. Connelly stated that it turned out to be water leaking from the roof but it reminded them that they are still on borrowed time with the rink bed.

Mr. Connelly, Ms. Mayer and Ms. Campbell reviewed their meeting with the two youth baseball organizations. Mr. Connelly stated that he felt the meeting went in a different direction than he anticipated. Ms. Mayer stated that the two groups have a long way to go to work it out. Mr. Connelly will update the permit policy to reflect any changes that should be made. The Commission discussed the uniqueness of the situation. Ms. Mayer and Ms. Campbell stated that the permits would follow the kids. Mr. Connelly agreed that whoever was running the actual league by the time the season starts would get the permits. The Commission agreed with this process.

Special Event Approval

Mr. Connelly reviewed the request from the Bishop School to hold the Bishop School Bear Fair on 5/17-5/18, with a raindate of 5/19. Motion to approved was made by Ms. Rothenberg, seconded by Mr. Vitters and approved 5-0.

Ms. Mayer asked Mr. Connelly to contact each school to remind them that request should be made for spring activities early enough for the Commission to vote on them. Mr. Connelly will contact the schools and give them a date of April 1, 2008.

Mr. Connelly briefly reviewed a request from Skyhawks sport camps for fields. Mr. Connelly stated that usually the Recreation Department will offer to sponsor the program but in this case he does not want to be affiliated with Skyhawks. Ms. Mayer asked

Mr. Connelly to review the field permit policy for future requests.

Current Capital Projects and Capital Committee Recommendation Review

Mr. Connelly stated that all current projects were on hold. Mr. Connelly stated that there was a public input session on the Thorndike Parking lot. Ms. Mayer stated that the next step was to meet with TAC to find multiple solutions to this issue. Mr. Connelly will contact Mr. Ed Starr to set up a subsequent meeting.

Bench Dedication Policy Feedback Review

Mr. Connelly reviewed the feedback from the from the Friends of Robbins Farm and Turkey Hill. Ms. Rothenberg would like to see more feedback from the field user groups. Ms. Campbell suggested placing this item on the Field User meeting agenda. Mr. Connelly will add this item to the agenda.

Correspondence Received

Mr. Connelly reviewed the request from Ms. Sandra Carmichael to donate a tree at Robbins Farm to replace a similar tree that died. Ms. Rothenberg reviewed the placement of the tree. The Commission discussed the request. Mr. Vitters motioned to approve the request, seconded by Mr. Robillard. Motion approved 5-0.

Committee Updates

Field User – Mr. Connelly and Ms. Campbell announced that they would be having the field user meeting on Tuesday, February 26th at 7 PM.

Green Dog – Ms Mayer stated the Committee is working to further investigate the issues that came out of the public hearings.

Friends of Parks - Mr. Connelly stated that he is working with Ms. Mayer to finalize the final brochure.

Other Business

Summer Street Association – Jeanne Leary

Ms. Leary reviewed several requests from the Summer Street Association and asked to be placed on the May agenda.

- The parking area off Summer Street was supposed to be gravel and not paved like it is now.
- Very much opposed to a second sheet of ice.
- Would like more trees to be planted in front of the rink.

Ms. Rothenberg suggested contacting the Street Tree program for assistance

- Hills Hill as a possible location for a tot lot.
- Youth baseball to have lights out by 10 PM.

Mr. Robillard motioned to adjourn, seconded by Ms. Rothenberg and approved 5-0.

Meeting adjourned at 10:10 PM.

Respectively Submitted:

Joseph Connelly, Director of Recreation