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Park & Rec Commission Minutes 07-25-06

Park and Recreation Commission

Minutes

Tuesday, July 25, 2006

A P P R O V E D

The Park and Recreation Commission came to order at 7:05 PM on the first floor of the Arlington Senior Center on Tuesday, July 25, 2006.

Members in attendance included: Chairman, Joe Carabello, Leslie Mayer, Donald Vitters and Nancy Campbell. Also in attendance were Director of Recreation Joseph Connelly and Rink Manager, Dan Brothers. Members of the public included Jim Carney.

Welcome New Director Joseph Connelly

Mr. Carabello welcomed new Director of Recreation, Joseph Connelly to the Commission. Mr. Connelly thanked the Commission and expressed his excitement to be in Arlington.

Approval of June Minutes

The Commission reviewed the minutes of June 13, 2006. Mr. Carabello asked for comment. Ms. Mayer motioned to table the minutes to provide the opportunity to include details which were inadvertently excluded from the draft. Mr. Vitters agreed with this observation.

Ms. Campbell seconded the motion to table the minutes of June 13, 2006, approved 4-0.

The Commission will supply Mr. Connelly feedback to re-draft the June 13, 2006 minutes.

Mr. Carabello asked Mr. Connelly to post on-line that the June and July minutes are being reviewed and will be approved at the September 2006 meeting.

Rink Fees 2006-2007 Season

Mr. Connelly reviewed the 2006-2007 proposed rink fees:

50-min youth - \$175

60-min youth - \$180

50-min HS - \$180

60-min HS - \$185

50-min Others - \$185

60-min Others - \$190

Game Rate - \$190

Mr. Connelly reviewed the actual budgets for FY 04, FY 05, FY 06 and the proposed budget for FY 07. The Commission discussed the budget information, inquiring about the changes in permanent wages and concession stand expenses for FY 06. Mr. Connelly and Mr. Brothers expressed concern over the budget numbers for FY 07. Mr. Connelly indicated that he and his staff were in the process of reviewing the figures in greater detail.

Ms. Mayer pointed out the significant decrease in FY 07 temporary wages.

Mr. Carabello expressed concern that the budget does not generate enough revenue to allow for the development of a rainy day fund.

The Commission discussed the FY 06 revenue and the reason for the decrease in FY 2006 rink rental revenue. Mr. Brothers indicated that the increase in public skate time and decrease in hours to the Arlington Hockey club attributed to some of the loss. Mr. Brothers pointed out the increase in revenue in public skating and ice skate rentals.

Ms. Mayer asked if a copy of the final lease agreement was available. Mr. Connelly will look into this and get back to the Commission. Ms. Mayer is concerned that the lease may restrict the Commission's ability to raise fees. The Commission discussed their concern over this issue with Mr. Brothers. Mr. Brothers did indicate that the rates needed to be set so that the contracts could be prepared and pre-billing could begin.

Mr. Carabello requested that Town Counsel give an opinion on the matter.

Mr. Carney commented that the hockey club would like to see a tiered system, so that the local clubs were not charged as high of a fee.

Mr. Carabello stated that by reviewing the budget information it is clear that fees needed to be adjusted.

The Commission again discussed the need for the establishment of a reserve fund to handle some of the needed capital improvements.

Dan Brothers discussed the concern over the chiller unit and other capital needs.

Ms. Campbell asked if there were any funds remaining in the Rink Improvement Grant. Mr. Connelly will investigate and report back to the Commission.

Ms. Mayer shared her concern that the proposed fees might price out our local youth programs and high school programs

The Commission discussed their thoughts regarding the proposed rates.

Ms. Mayer motioned that the Park Commission support the proposed fee increases as presented, subject to the approval from the State, Town Manager, Town Counsel and the Board of Selectmen. The rates will also be subject to a review after six-months.

Motion seconded by Ms. Campbell and approved 4-0.

Loitering Policy

Mr. Brothers reviewed the proposed loitering policy for the Commission. The Commission discussed the history of incidents that have occurred at the rink. Mr. Brothers expressed concern regarding the enforcement of the policy. Ms. Mayer agreed and stated that there already was a bylaw for this issue.

Mr. Carabello expressed his desire to approve the policy. The Commission discussed the existing bylaw and trespassing provision. Mr. Carabello suggested that 15-minutes was too much time to give the user groups to vacate the premises. Mr. Carabello stated that noise at 1 AM was not part of the deal when purchasing a home near the facility.

Mr. Connelly stated that he liked the policy because it gave his staff additional leverage when meeting with the user groups.

Mr. Vitters motioned to approve the loitering policy as proposed, seconded by Ms. Campbell and approved 3-1 with Ms. Mayer voting not to approve.

Special Event Approvals

*Hockey Club Request for Open House on August 22, 2006 – The Commission reviewed the request. Mr. Carney summarized the event. Ms. Mayer and the Commission discussed the possible traffic with the Summer Street construction project.

Ms. Campbell recommended to approve the request, seconded by Ms. Mayer and approved 4-0.

*Waldo Park – The Commission reviewed the request from the Friends of Waldo to use the park on 8/19 and 8/26 for a family movie night.

Ms. Campbell recommended to approve the request, seconded by Ms. Mayer and approved 4-0.

*International School of Boston – The Commission reviewed the request to use Robbins Farm on Sunday, September 10th. The Commission had some concerns over the space available.

Ms. Mayer motioned to approve the request with the following conditions:

1. The organization may use the playground and vista area but not the playing field areas.
2. No portable toilets are allowed. Recommend contacting the school department to rent the Brackett School.
3. A Police Detail is hired for the event.

Motion seconded by Ms. Campbell and approved 4-0.

Other Business

Spy Pond Memorial Bench

Mr. Carabello was looking for clarification over a request for a memorial bench. The Commission discussed the intention was to use an existing bench and the family was to purchase a plaque.

Friends of Menotomy Rocks Park Memorial Policy

Ms. Mayer reviewed the FoMRP Memorial Policy and their desire to have it adopted town wide. The Commission suggested that the FoMRP get the necessary signatures to have this item placed on the warrant article as a bylaw.

Signage at Spy Pond

The Commission discussed the need for signage regarding rules and regulations at Spy Pond. Ms. Mayer presented the Commission with a copy of the Open Space report that detailed the previous sign with the rules and regulations. The Commission agreed with that wording and asked Mr. Connelly to have the DPW make up the necessary signs.

Park Signs

The Commission discussed the installation of the new park signs and appropriate ending time for all the fields. Mr. Carabello suggested 9 PM on all non-lighted fields and an extra statement for lighted facilities stating 10 PM with special permit from the Recreation Department. Ms. Mayer expressed her concern with installing any signs at the lighted fields until the lighted field policy was adopted. The Commission discussed this process. Mr. Carabello acknowledges Ms. Mayer's concerns but stated the signs could be changed if necessary when the policy is finally adopted. Mr. Carabello instructed Mr. Connelly to go ahead with the signs.

Committee Updates

Fields

Mr. Vitters reviewed some of the outstanding field improvement issues and upcoming renovation projects.

Spy Pond Field – Removal of two large diseased trees.
Waldo Park- Review and Billing procedures

Locke –Repair to bench

Bishop Field – Include resident Mrs. Pine in discussions.

Buzzell – Mr. Connelly will investigate whether or not the trailers can be removed.

North Union – Talk to John Sanchez regarding benches and donation from Comcast

Robbins Farm – Look at the replacement of the Crab Tree

Sports Center Improvement Committee

Ms. Campbell expressed concern over the make-up over the SCIC with regards to three current members being on the Hockey Board. The Commission discussed this concern. Mr. Carabello indicated that he talked to the Town Manager about this issue.

Open Space Report

Ms. Mayer expressed the need to incorporate maintenance plans into the open space report after major renovations. Mr. Vitters will forward a PDF version of the Spy Pond plan to Ms. Mayer.

Ms. Mayer reviewed the issue of illegal dumping at Turkey Hill. Ms. Mayer will draft a letter for the Commission to go to the abutters asking for their cooperation in not dumping leaves and debris at Turkey Hill

Ms. Mayer reviewed the Reservoir Committees plans to add 100 trees and stated that the group would be meeting on 7/31/06. Ms. Mayer asked if the students from the work place at AHS could once again be considered to help take down the fence on the berm at the end of the year.

Dogs Off Leash

Ms. Mayer invited Mr. Connelly to serve on the Dogs Off Leash Committee. Mr. Connelly accepted the invitation.

Other Business

Mr. Vitters requested that the Commission send thank you notes to Jon Jalbert and Donna Sullivan for their years of service to the Town of Arlington.

Ms. Mayer asked Mr. Connelly to contact DPW regarding the water bubblers in town and barrel buried at Menotomy Rocks Park.

Ms. Mayer motioned to adjourn the meeting, seconded by Mr. Vitters and approved 4-0.

Meeting adjourned at 9:50 PM

Respectively Submitted by:

Joseph Connelly
Director of Recreation

