

TOWN OF ARLINGTON

Joseph Connelly
Director of Recreation



PARK COMMISSIONERS
Leslie Mayer, Chairperson
Jen Rothenberg, Vice Chair
Shirley Canniff
Donald Vitters
Jim Robillard
Elena Bartholomew, Associate
Peter Hedlund, Associate

Recreation Department

Park and Recreation Commission
Minutes
Thursday, August 21, 2014
Arlington Senior Center
Draft

The Park and Recreation Commission came to order at 7:00 PM in the Arlington Senior Center on Thursday, August 21, 2014.

Members in attendance included: Leslie Mayer, Don Vitters, Jen Rothenberg, Shirley Canniff, Associate Members Elena Bartholomew and Peter Hedlund. Also in attendance was Director of Recreation, Joseph Connelly.

Members from the public: None were present

Approval of Minutes

The minutes of the June 24, 2014 were approved on a motion from Ms. Canniff and seconded by Mr. Vitters, minutes approved 3-0-1.

Minutes of July 29th were tabled.

Open Forum – Public Comments

There were no comments.

Finalize Mission Statement and Charter

The Commission reviewed the draft of the Mission Statement, Operating Charter and Protocols. The term for Associate Members was set at two years. The Commission discussed the benefits of placing the times, or approximate times, on the agenda. The Commission decided to attempt to have their meetings from 7 – 9:30 pm and alternate the public portion of the agenda to start at 8 pm. The Commission also asked that when we have guests at the meeting we give them the time limits before the meeting.

Ms. Rothenberg motioned to accept the Mission Statement, Operating Charter and Protocols as amended, seconded by Ms. Canniff and approved 4-0.

Set Commission Goals for the Year – July 2014 – June 2015

Mr. Connelly and the Commission reviewed the individual Commissioner goals previously submitted by the Commissioners. The Commissioners discussed the goals that had common themes and prioritized the following draft:

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- Develop a joint vision with the Department of Public Works on Parks, Playgrounds and Fields.
 - Establish a maintenance fund and policy on how it is used
- Establish closer relationships with other groups and organizations in the Town, including but not limited to the Planning Department, Board of Selectmen, Finance Committee, School Department and Public Works.
- Foster preservation and beautification projects.
 - Assist the Friends of Spy Pond in establishing a realistic long-term maintenance strategy that includes potential funding sources
- Review and update the Capital Plan with changes in priorities and funding based on the current conditions and funding constraints.
 - Identify needs and priorities within our parks and playgrounds
 - Manage, review and improve project designs and upgrades, incorporating ADA recommendations.
 - Establish a procedure for hiring and working with the landscape architects throughout the design process
- Ensure PRC policies remain current to accommodate changing community needs
 - Create a policy for Art in Public Parks

Mr. Connelly will draft the goals for review at a future meeting.

Other

Mr. Connelly briefly discussed the possible land donation of a piece of property adjacent to McClelland Park. Ms. Mayer stated that there were still some questions from the Conservation Commission regarding the property.

The meeting was adjourned at 9:10 pm

Respectfully Submitted:
Joseph Connelly, Director of Recreation