

The Waltham Parks-Recreation Board held their December Board Meeting on Wednesday, December 6, 2023 at the Waltham Recreation Department, 510 Moody St, Waltham, MA 02453.

Present were: Wayne Cook, Tom Creonte, Patricia Curtin, Jennie Scafidi, Stacey Tully, Gary Vallerand and Jerry Walker. Absent were John Graceffa and Richard Scanlon.

Also present were Director, Kim Hebert and Assistant Director, Ed Kelley II.

Chairperson Jerry Walker called the meeting to order at 5:30 p.m.

A motion was then made to approve the minutes of the November 8, 2023 Parks-Recreation Board Meeting by Gary Vallerand and seconded by Tom Creonte. All were in favor.

The monthly bills were circulated and signed by all Parks-Recreation Board Members.

Director Hebert reviewed the statement of accounts explaining that the accounts detail the balances in operational and capital budget accounts. Public skating has begun at the Veterans Memorial Rink. Part time seasonal staff are now being utilized at the facility and are reflected in the "Veterans Rink Salaries and Wages" line. All accounts are in good standing.

Annual Youth Sports Presentations were next on the agenda.

Waltham Youth Wrestling Club Vice President, Michael Collins, provided a summary of the Club's year and financial report. Mr. Collins was happy to announce that the club has had the highest enrollment since Covid (over 70 participants). The Club has joined a regional league where they hold joint scrimmages. These scrimmages typically consist of six teams and end with a dual meet between sets of two teams. The Board thanked Mr. Collins for his efforts and wished the Club a great season.

The Waltham Youth Basketball Association will present at a future meeting.

Waltham Girls Basketball was next on the agenda. Ken Doherty, President, and Jessica Bourne, Vice President, represented Girls Basketball and provided a summary of the League's year and financial report. Mrs. Bourne stated that this year a new Waltham Girls Basketball Board was formed. The Board consisted of engaged parents that are eager to help support and bring the League to the next level. During the off season, the League started a new website and registration portal so that they are able to streamline their operations and improve communication with the community. Looking forward to this season, there are two additional teams at the 4<sup>th</sup> and 5<sup>th</sup> grade age group. Mrs. Bourne added that both the 4<sup>th</sup> and 5<sup>th</sup> grade groups are coached entirely by high school students that have been through the Girls Basketball program. There are 15 high school students coaching and who have remained involved and the participants love it. The Board thanked Mrs. Bourne and Mr. Doherty for their efforts.

Next on the agenda was "Request: Pickleball Tournament-Veterans". Bill Hanley and Dave DiGregorio presented a pickleball tournament to benefit Veteran's Services. The proposed event was requested to be held at Lowell Field on Saturday, June 8, 2024.

A motion to approve the “Pickleball Tournament-Veterans” was made by Gary Vallerand and seconded by Wayne Cook. All were in favor.

Next on the agenda was “Dedication Request”. Director Hebert explained that the Bench Dedication subcommittee had brought forth a dedication request for Janice Palmer. Director Hebert continued stating that Janice Palmer made a significant impact in youth programs as she was a founding parent in the first youth hockey program in 1971-1972, as well as a founding supporter of the Waltham Angels Women’s ice hockey team. The bench requested would be located at Hillcroft Playground.

A motion to approve the “Dedication Request” was made by Patricia Curtin and seconded by Gary Vallerand. All were in favor.

Next on the agenda was “FY 2024 Capital Budget”. Director Hebert referred to a handout in the Board’s folder, stating the first page is a list of the current capital budget accounts as received monthly. The next five years of requested funding for proposed upcoming projects were on the following two pages. Funding that was requested for FY 2024 and had already been presented to the Mayor included 190 Trapelo Road (Memorial and Universal Areas), Improvements to the playground surfacing at Monsignor McCabe and Lazazzero Playgrounds and demolition to the Fitch School building. Per direction from the City’s Auditors, the only other column that could be modified was FY 29. Requests include additional funding for park signage, design/construction funding for the Fitch School property and a request for an additional recreation maintenance vehicle.

A motion to approve the “FY 2024 Capital Budget” was made by Gary Vallerand and seconded by Tom Creonte. All were in favor.

Next on the agenda was a request for the “2024 Indoor Facility Use Permit Application and Fee”. Director Hebert stated that updated dates can be seen in the indoor permit application and fees. No other updates are recommended at this time. A review of the last three years of facility usage was also provided, now including permits processed for 119 School Street. The form will be updated next year to include the many indoor facilities now being utilized.

A motion to approve the “Athletic Fields and Recreation Facilities permit policy” was made by Gary Vallerand and seconded by Tom Creonte. All were in favor.

A motion to approve the “2024 Indoor Facility Use Permit Application and Fee” was made by Patricia Curtin and seconded by Wayne Cook. All were in favor.

Next on the agenda was a request for the “2024 Picnic Permit Application and Fee”. Director Hebert stated that the 2024 Pavilion Permit Application and Fee now includes two additional locations at the newly renovated Lowell Playground. Permit applications are available for organized events from April 1st through October 31st within designated parks. Director Hebert recommended the fees remain the same and modifications to the policy be updated to include a rescheduling option to be permitted prior to a rained-out event, if space is available, and will be subject to an administration fee. This would improve customer service and allow for events and parties to be rescheduled ahead of time in the event of weather or illness. The prior two years of

reservation-based permitting has assisted with overcrowding of parks and neighborhood streets. The ease of reservation, supervision by Park Ranger, Adam Green, and weekend recreation maintenance has improved park use.

A motion to approve the “2024 Picnic Permit Application and Fee” was made by Tom Creonte and seconded by Wayne Cook. All were in favor.

### **Director’s Report:**

Infield Renovations- Project is nearing completion. Final cleanup is underway.

Logan/McKenna Park Design- With the CDBG funding available for these two requested projects, it was asked that we bid out design for both locations for improvements. The bid opening for design services were held on Thursday, November 16, 2023. The Recreation Department is seeking design improvements for Logan Park based on the community survey presented last year and upgrades to the basketball court and playground at McKenna Playground. Beals & Thomas was awarded the design contract. This was the company that had designed improvements to Cornelia Warren Park.

190 Trapelo Road- Director Hebert presented to the City Council’s Finance Committee for the request for funding. The City Council approved the first reading of this request and the second and final reading is scheduled for this coming Monday, December 11, 2023. Optimistically, if approved and following the loan authorization period, contracts would then be signed and construction would begin.

119 School Street Gym- Last meeting, Director Hebert reported that the Recreation Department had invested into improvements to this gym facility. A photo of the final product was included. As noted in an update to the Mayor’s office, the gym is scheduled to be used by Chill Zone, Girls Softball, Girls Field Hockey Skills, Pickleball lessons and reservation required pickleball time blocks. This facility will be supervised by Recreation Staff when it is opened.

Personnel Update- a position will be posted in the near future.

Prospect Hill Park- It was brought to the Department’s attention that Prospect Hill Park trails have an improved rating of 4.4/5 on the website “*www.alltrails.com*”

A motion to adjourn the meeting was made by Tom Creonte and seconded by Wayne Cook, all were in favor.

The meeting adjourned at 6:30 p.m.

Respectfully Submitted,

Ed Kelley  
Assistant Director of Recreation