

The Waltham Parks-Recreation Board held their March Board Meeting on Wednesday, March 8, 2023 at the Waltham Recreation Department, 510 Moody St, Waltham, MA 02453.

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

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

Vice Chairperson Jerry Walker called the meeting to order at 5:30 p.m. He announced that the meeting was being recorded by Waltham Data 781 News.

A motion was then made to approve the minutes of the February 8, 2023 Parks-Recreation Board Meeting by Tom Creonte and seconded by Gary Vallerand. 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 detailed are the current balances in operational and capital budget accounts. The water bills have cleared and are reflective in the account and union employees cost of living increases have been applied as well. The Director concluded by informing the Parks-Recreation Board that routine spending continues to occur for seasonal programs and all accounts are in good standing.

Park Design - Carolyn Cooney & Associates was next on the agenda. A motion to confirm and reaffirm the Park Design by Carolyn Cooney & Associates vote from the July 22, 2022 Parks-Recreation Special Board meeting was made by John Graceffa and seconded by Gary Vallerand. All were in favor. Vice Chairperson Jerry Walker requested a Roll Call.

Roll Call

Wayne Cook	Yes
Tom Creonte	Yes
Tricia Curtin	Yes
John Graceffa	Yes
Jennie Scafidi	Yes
Richard Scanlon	Absent
Stacey Tully	Yes
Gary Vallerand	Yes
Jerry Walker	Yes

Park Design - NESRA Engineering, LLC was next on the agenda. A motion to confirm and reaffirm the NESRA Engineering Park Design of Fernald Parcel 1 and 2A vote from the July 22, 2022 Parks-Recreation Special Board Meeting was made by Gary Vallerand and seconded by Tom Creonte. All were in favor. Vice Chairperson Jerry Walker requested a Roll Call.

Roll Call

Wayne Cook	Yes
Tom Creonte	Yes
Tricia Curtin	Yes
John Graceffa	Yes
Jennie Scafidi	Yes
Richard Scanlon	Absent
Stacey Tully	Yes
Gary Vallerand	Yes
Jerry Walker	Yes

Personnel Matter was next on the agenda. A motion to confirm and reaffirm the approval of the position of the Director of Recreation vote on the July 22, 2022 Parks-Recreation Special Board Meeting was made by Gary Vallerand and seconded by John Graceffa. Vice Chairperson Jerry Walker stated that this confirmation of the vote was effective as of July 22, 2022. All were in favor. Vice Chairperson Jerry Walker requested a Roll Call.

Roll Call

Wayne Cook	Yes
Tom Creonte	Yes
Tricia Curtin	Yes
John Graceffa	Yes
Jennie Scafidi	Yes
Richard Scanlon	Absent
Stacey Tully	Yes
Gary Vallerand	Yes
Jerry Walker	Yes

Annual Youth Sports Presentations were next on the agenda. Duncan Remage-Healey provided the Parks-Recreation Board with an update on Waltham Youth Soccer. This past season there was over 1,000 participants. Mr. Remage-Healey described the League's attention to long term sustainability with the outstanding growth the League has experienced. With growth, a challenge has been finding coaches. The Parks-Recreation Board recommended outreach to former

Highschool athletes to coach. The Parks-Recreation Board thanked Mr. Ramage-Healey for his time and efforts.

Waltham Youth Hockey was next on the agenda. Waltham Youth Hockey was represented by Treasurer Paul Aborn. Mr. Aborn was happy to report that the League had a very successful year. He expressed the League's appreciation for the facility and staff, mentioning that the League received compliments often. Mr. Aborn also announced that there had been an increase of girls' teams. When asked a question regarding the number of participants through COVID and beyond, he replied that the League continued to hold constant numbers throughout. The Parks-Recreation Board thanked Mr. Aborn for his time and effort.

Election of Board Chairperson and Vice Chairperson was next on the agenda. Parks-Recreation Board member, Gary Vallerand nominated Jerry Walker for the position of Chairperson and John Graceffa for the position of Vice Chairperson. Parks-Recreation Board member, Stacey Tully seconded the nomination.

A motion to approve Jerry Walker as Parks-Recreation Board Chairperson was made by Gary Vallerand and seconded by Wayne Cook. All were in favor.

A motion to approve John Graceffa as Parks-Recreation Board Vice Chairperson was made by Gary Vallerand and seconded by Wayne Cook. All were in favor.

2023-2024 Parks-Recreation Board Meeting Schedule was next on the agenda. Director Hebert stated that the proposed 2023-2024 Parks-Recreation Board Meeting Schedule was in their folders. She noted the dates are reflective of past years with most meetings held on the second Wednesday of the month.

A motion to approve the 2023-2024 Parks-Recreation Board Meeting Schedule was made by John Graceffa and seconded by Wayne Cook. All were in favor.

FY 2024 Budget Proposal was next on the agenda. Director Hebert informed the Parks-Recreation Board that the Recreation Department's budget has been healthy for a number of years. Even with the Parks-Recreation Board's approved \$1.00 increase for all seasonal part time employees, a request to increase that line item was not needed. Salary increases, cost of living increases and step raises was one of the three changes requested. Director Hebert continued stating that the second change to the budget would be to increase the Spray Park/Water budget line item by an additional \$10,000. This increase was due to the trend of opening spray parks earlier because of the warmer temperatures earlier in the calendar year. The increase would allow for spray park operations to be reflective of the needs of the community. The third and final proposed change would be to request an additional \$500 be added to the Stewardship line item and have the restriction of Prospect Hill Park be removed. This would allow for Park Ranger Adam Green and volunteers to work on various open space and park properties; including Prospect Hill Park, Mokema Conservation, Wellington Open Space as well

as the Fernald Property. Director Hebert concluded that the proposed budget has a total increase of approximately \$142,000.00.

A motion to approve the FY 2024 Budget Proposal was made by Wayne Cook and seconded by Tom Creonte. All were in favor. Vice Chairperson Jerry Walker requested a Roll Call.

Roll Call

Wayne Cook	Yes
Tom Creonte	Yes
Tricia Curtin	Yes
John Graceffa	Yes
Jennie Scafidi	Yes
Richard Scanlon	Absent
Stacey Tully	Yes
Gary Vallerand	Yes
Jerry Walker	Yes

Director's Report:

Kim Strafford – Director Hebert was saddened to announce Kim Strafford, who was the Recreation Department's Drama Instructor for close to eight years had passed away last week. Kim offered a variety of preschool through teen programs and her three children participated in a variety of our programs year-round. Services will be held March 17 and March 18.

Special Events in February – The Sweet Heart Dance was a huge success bringing in over 120 attendees that evening. All who attended had a good time. Additionally, February Vacation was very successful with all four Recreation Supervisors running sold out programs. Positive feedback was received from the youth and their parents.

Fernald Property – Director Hebert attended a Conservation Commission meeting on Thursday, March 2, 2023. The Conservation Commission was pleased with modifications made by NESRA Engineering to incorporate their concerns to the Pitching Range area. The Conservation Commission approved the Notice of Intent with ten conditions which included a final planting plan, action plan for entangled birds, removal of poison used in rodent control during construction, as well as requirements for State EPA and CPC regulations. Director Hebert stated that she believed these conditions are not specific to the Recreation Department parcel presented, but the entire Fernald Property. Legal opinion on these conditions and actions that have been requested from the Recreation Department.

Veterans Athletic Complex Turf Replacement – The bid for the turf replacement was opened on January 26, 2023. The City Council's Long-Term Debt Committee tabled this subject at its

initial reading. Director Hebert presented the request to the Long-Term Debt Committee on Monday, March 6, 2023. The Long-Term Debt Committee approved the request for funding. Director Hebert noted that David W. White was the original contractor that installed the turf at Veterans Field and Falzone Field.

Lowell Field Construction- Construction has been on going at Lowell Field since mid-January. Demolition and drainage are being completed, at this time. The Recreation Department's first construction meeting is scheduled for Wednesday, March 15, 2023 with Designers Carolyn Cooney & Associates, Green Acres Construction and the City.

Veterans Rink Roof- Recreation Staff met with the designer, Bargmann Hendrie and Archetype, Inc (B H&A) for the rink roof renovations. Documents have been prepared and are waiting for final approval from the State of Massachusetts before we can go out to bid for construction.

MRPA Legislative Update- New legislation is being discussed on Beacon Hill. Item #1, Christian's Law, only applies to swimming pools would not apply to the Recreation Department. The second legislation being considered will require Recreation Departments to have oversight on the training of coaches and volunteers. Lastly, the third legislation being drafted is a request for AEDs to be available at all athletic facilities. At this time, between the Recreation Department and the youth leagues, all Recreation buildings have AEDs on site. We are currently working with Waltham Little League to switch concession stands from key access to digital key pad for greater access to AEDs. Director Hebert has met with the Fire Department to confirm safe response times for all youth athletic facilities.

Veterans Rink – Weekend public skate has concluded for the season, but weekday public skating and Adult Public Hockey will be continuing until the end of the season. The rink will be closing for the season on April 2nd and shortly after staff will begin ice removal.

Spring Registration- Spring registration began Tuesday, March 7, 2023.

Pickleball permitting signage – Ed Kelley II has been working on ordering pickleball/tennis court and policy signs to begin permitting tentatively on April 1st.

Additional Recreation Maintenance Staff – The Recreation Maintenance staff position posting will be open to the public on March 8, 2023.

Other Business

No other business was discussed.

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

The meeting adjourned at 6:11 p.m.

Respectfully Submitted,

Edward Kelley, II
Assistant Director of Recreation