

The Waltham Parks-Recreation Board held their June Board Meeting on Wednesday, June 7, 2023 at the Waltham Recreation Department, 510 Moody St, Waltham, MA 02453.

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

Also present was Director, Kim Hebert.

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

A motion was then made to approve the minutes of the May 10, 2023 Parks-Recreation Board Meeting by Gary Vallerand and seconded by Stacey Tully. 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. Operating funds from the Veterans Memorial Skating Rink Operating Expenses were transferred to a capital budget account to purchase a new scoreboard for the Rink. Funding has been approved and now can be seen on the Capital accounts page for the Rink Roof project. Purchase orders will begin to be closed as the fiscal year comes to an end. All accounts are in good standing.

The next item on the agenda was Recreation Facilities Supervisor Candidates. Director Hebert explained that with the expansion of recreation properties and hours of operation in the FY 23 budget, two additional recreation facilities supervisors were added. These two employees would be working evenings and weekends to assist with all parks, facilities and conservation areas under the care custody and control of the Recreation Department. Two candidates were presented for their final interview. Both have different experiences and backgrounds that will enhance the current recreation facilities and maintenance staff.

The Parks-Recreation Board met with each candidate and asked a variety of questions.

A motion to approve the Mark Pelletier for the position of Recreation Facilities Supervisor 1 was made by Gary Vallerand and seconded by John Graceffa. All were in favor. A roll call was requested:

### Roll Call

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

**6 – Yes      3 – Absent      0- No**

A motion to approve the Edward Mullaney for the position of Recreation Facilities Supervisor 1 was made by Gary Vallerand and seconded by John Graceffa. All were in favor. A roll call was requested:

### Roll Call

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

**6 – Yes      3 – Absent      0- No**

The next item on the agenda was the Proposed 2023-24 Youth Organization schedule. As in past years, a proposed schedule for youth organization presentations was provided. Each month two to four organizations will summarize their past season and provide a financial update.

A motion to approve the 2023-24 Youth Organization Schedule was made by Gary Vallerand and seconded by John Graceffa. All were in favor.

### Director's Report:

**Veterans Athletic Complex Turf Replacement** – Construction began on June 1, 2023. Special thanks to Waltham Youth Soccer for assisting with clearing nets, benches, and site amenities at the conclusion of their last game/practice in May. Walkways and turf on two fields have already been demo.

**Lowell Field Construction-** Construction has been on going at Lowell Field since mid-January. Scheduled in the next two weeks, construction is scheduled for irrigation, grading and the binder layer for the parking lot and courts as well as beginning to construct the playground and spray park.

**Rink Roof Project** – The contract was recently signed and construction will begin in the next week.

**Baseball/softball field additional fencing and netting** – A few concerns have been brought forth to the Recreation Department for additional fencing and/or netting at Lazazzero Playground and McKenna Playground. Recreation Staff have met with the Wires Department to see if we can increase safety netting with what the City already owns.

**Touch a Truck** – Join us on Saturday, June 10th from 12:00 – 2:00 p.m. for Touch a Truck held at the Veterans Memorial Skating Rink parking lot. Vehicles from CPW, Fire and Police will be on site to explore

**Youth Sports Fair** – It was asked of the Recreation Department to coordinate a youth sports fair to educate the community on the many youth sports opportunities and have information fliers in English/Spanish. We will be working on this fair for later this summer. More details to come

**Amusements** – Amusements opened June 2 and will be open weather permitting through October on Fridays (4:00 – 7:00 p.m. and Saturdays (12:00 noon – 4:00 p.m.) Amusement staff applications are being accepted throughout the season or until we have adequate staff.

**Spray Parks** – Opened for the season on June 1, 2023. They will be open seven days a week from 10:00 a.m. – 8:00 p.m. weather permitting through Labor Day.

**Finance Committee** – Director Hebert presented the FY 24 Recreation Department Budget to the Finance Committee on June 1, 2023.

**City Council Orders** – Many of the Recreation Department request to City Council have been approved and recently received. These Orders include: Approval for dedications, Rink Roof funding, the funding transfer for the Veteran's Rink new Score Board, as well as a donation from Waltham youth hockey to continue to the expense of the new score board.

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

The meeting adjourned at 6:20 p.m.

Respectfully Submitted,

Kimberly A. Hebert.  
Director of Recreation