

The Waltham Recreation Board held their June Board meeting on June 6, 2018 at the Waltham Recreation Department, 510 Moody St, Waltham, MA 02453.

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

Also present were; Director, Nick Abruzzi and Assistant Director, Kim Scott

Chairperson Richard Scanlon called the meeting to order at 5:35 p.m. He announced that the meeting was being taped by WCAC, Waltham's local cable channel and would be shown on the local channel at a later date.

A motion was made to approve the minutes of the May 9, 2018 Board Meeting by Jerry Walker, seconded by Tom Creonte. All were in favor.

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

In reviewing the Statement of Accounts, Director Abruzzi referred to the first page. He stated that routine seasonal spending is occurring. All blanket purchase orders are being closed out as the fiscal year comes to an end. The second page reflects appropriations and balances for the Capital Improvement Accounts. Director Abruzzi reported spending is occurring as the projects progress. The Capital Improvement account balances will carry over into the next fiscal year. In closing, Director Abruzzi stated that all accounts are in good standing.

Next on the agenda is the proposed 2018-19 Youth Organization schedule. Director Abruzzi informed the Board that there is a new group being added to the schedule for next year's presentation list. The Waltham Legion Baseball organization has been added to the list of organizations receiving funds and will be sharing a summary of their season and financials. The schedule is similar to past years. A motion to approve the proposed 2018-19 Youth Organization schedule was made by Tom Creonte and seconded by Gary Vallerand. All were in favor.

Director Abruzzi informed the Board that the RFP for design services has been submitted to Mr. Joe Pedulla, Purchasing Agent, for improvements to the Totten Pond Road section of Prospect Hill Park. He continued by stating that the RFP will focus on safety concerns at the base area of the Totten Pond Road entrance. Focus points would include improving safe access/egress, drainage, and new play structure and basketball court. There was a discussion regarding the recent removal of the play structure at the Base area and that alternate recreational amenities are being considered for that area. Also included in the RFP would be items reviewed in the Berry Park power point presentation during the May Board Meeting; defined entrance, trail signage, and communication kiosk. The Bid opening for the RFP is scheduled for June 27, 2018.

Director Abruzzi informed the Board of a late request that was received from the Fitzgerald PTO for their annual Wiffleball Tournament on September 22, 2018 with a rain date of September 23, 2018. Director Abruzzi stated that this tournament has taken place in years past and that the event has always been successful. Director Abruzzi recommended the approval of the event. A motion to approve the request for a Wiffleball Tournament was made by Gary Vallerand and seconded by Patricia Curtin. All were in favor.

During the Director's Report, Director Abruzzi discussed the following:

**Graverson Playground/Elsie Turner Field renovation update** – Green Acres Landscape & Construction is diligently working at both locations. The Recreation Board visited the site prior to the June 6, 2018 meeting at Elsie Turner Field. It was observed the back stop has been installed, the perimeter walkway is being constructed, and the first layer of asphalt has been poured. The score board has just been installed and the area designated for the play structure is ready. Graverson Playground is also seeing dramatic results. The property has been skinned, the fencing and play structure have been removed. It was observed that sink holes can be seen on the far side of the tennis courts where the tot skate area is going. The Recreation Department is working with Carolyn Cooney & Associates to resolve the issue.

**Summer Registration** – Registration is still on going. In the Board folders included a breakdown of all program offerings and the enrollment numbers. There are many programs at capacity, at this time, with others with only a few spots still available.

**Waltham Community & Cultural Center HVAC Improvements** – Weekly meetings are being held with the City, School Department, HVAC engineers and the construction staff to review progress and address concerns. A three week timeline is presented at each meeting ensuring that programs can be relocated if necessary to keep the area safe. Work is currently occurring in the basement and first floor. Construction will move to the second floor at the conclusion of the school year.

**Veteran's Memorial Rink-** Director Abruzzi is happy to report that the contract for the Rink improvements was signed this week and a pre-construction meeting is scheduled for tomorrow, June 7, 2018. Construction on the new refrigeration and dehumidification system will be ongoing throughout the summer. A reclaim system is also being installed to help reduce the energy used at the Rink.

**Seal Coating** – The cracks have been repaired and the sealing and painting of the courts at Lowell Field and Nipper Maher Park has been completed. The lines for the courts will be painted this coming week.

**AED's** – In the Board folders is the list of all known AED's in Recreation Facilities throughout the City. Many AED units were purchased or donated through the leagues that utilize the facilities. A discussion was had regarding the league trainings to utilize the units properly and signage.

**Summer Staff** – The summer staff list is finally complete. Individuals from the alternate list were offered positions as individuals' summer plans changed. CPR/First Aid/AED and Public awareness trainings for summer staff are ongoing, this week. An intensive orientation is scheduled for June 19, 2018 and June 20, 2018 for all summer staff.

**Bobby Connors Public Meeting** – Director Abruzzi asked the Board to refer to a flyer advertising a community input meeting for the renovations of the Bobby Connors Playground. Carolyn Cooney & Associates will be presenting two design options on Thursday, June 14, 2018. The amenities that were selected came from members of the neighborhood at the first meeting.

**Hillcroft Playground** – The final designs were presented to the Conservation Commission at their last meeting. Recreation and Engineering Staff, as well as representatives from Weston and

Sampson met on site with the Commission to review plans. Director Abruzzi will be appearing at the next Commission meeting to receive the order of conditions for this location.

**FY 19 Budget** – Director Abruzzi presented the Recreation Department budget to the Finance Committee. The entire City budget is being presented to City Council.

**Chill Zone 2017-18 Statistics** – A copy of enrollment and participation statistics for the Chill Zone Program for both the Middle and High School Students were provided. The Middle School program had 140 members. The High School, a newly added program, documented 60 members. Weekends of combined programming saw an average of 100 teens. The Recreation Department is extremely pleased to see such great numbers and teens engaging in recreation programming.

**Waltham Youth Soccer Association** – Director Abruzzi shared an email from Waltham Youth Soccer President, Mr. Mike Guzzi. In the email he explained that the organization has started a new initiative recognizing the hard work and dedication of players. This player give back program selects names of youth from each level of play. Chosen players received prizes ranging from gift cards to a bicycle.

**Reading Program** – Director Abruzzi informed the Board that Adriana Voci is continuing her summer reading program at McDonald Playground. She also noted that she received a grant for \$1,000.00 to purchase new books. Director Abruzzi granted permission for the continuation of this program and will share dates and times, when they become available.

**Veterans Athletic Complex Playground** – Director Abruzzi informed the Board that he attended a CPC meeting this past week to request funding to install pour in place (PIP) surfacing for the play structure that will be installed at Veterans Athletic Complex later this summer. The funds were approved by CPC and the request is being forwarded to Waltham City Council. He informed the Board that the project funding is a collaboration between Waltham Youth Soccer, the Recreation Department and the CPC.

**Increase Visibility within Recreation Facilities** – In the last week, the Recreation Maintenance staff have modified their hours to have at least one staff member working later each evening and on weekends. They will be driving through Prospect Hill Park, assisting in closing parks and spray parks. Their presence will also be helpful when supervising Mini Golf and the newly installed Carousel. The Carousel is scheduled to open for the season, July 4, 2018. Also purchased at the same time as the Carousel was a laser tag system. This new recreational activity will be open at 510 Moody St, in the fall of 2018.

In Other Business Stacey Tully updated the Board on the success of the Waltham Walks Program. The Recreation Department sponsored a walk around the Common. She stated that there was a good crowd.

A motion to adjourn the meeting was made by Tom Creonte and seconded by Gary Vallerand, all in favor.

The meeting adjourned at 6:12 p.m.

Respectfully Submitted,  
Kim Scott, Assistant Director