

The Waltham Recreation Board held their March Board meeting on March 21, 2018 at the Waltham Community and Cultural Center, 510 Moody St., Waltham MA.

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

Also present was; Director, Nick Abruzzi

Chairperson Richard Scanlon called the meeting to order at 5:30 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 February 14, 2018 Board Meeting by Board Member, Tricia Curtin, seconded by Stacey Tully and voted unanimously.

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 noted that routine spending has taken place since our last meeting. The second page refers to appropriations and balances for Capital Improvement Accounts. He noted that Veteran's Field is a new line item on the Capital Improvements page. These funds will go towards a new play structure. Director Abruzzi explained he had asked Waltham Youth Soccer to donate funds toward the project and they committed to up to \$20,000 for the installation of the equipment at the facility. All accounts are in good standing.

Next on the agenda, was an annual request for the use of Cornelia Warren Field for St. Jude's Barnyard Bingo. This request is for three days (October 12 – 14, 2018) for set up, day of event and rain date. Director Abruzzi recommended approval of this annual event. A motion to approve the request for the use of Cornelia Warren Field for Barnyard Bingo by St. Jude's School was made by John Graceffa and was seconded by Stacey Tully, all in favor.

Next on the agenda was the results from the Traffic Commission report that was requested by the Recreation Board to improve the safety of those patrons utilizing Totten Pond Road in the area of Veterans Memorial Skating Rink and Prospect Hill Park. Director Abruzzi informed the Board that he had not been able to attend this month's Traffic Commission meeting and asked that this topic be tabled until next month for further discussion. The requirements for an additional traffic light are very specific and noted in the findings. The usage criteria was not met, but the Commission recommended other safety features. Director Abruzzi stated that he will be attending the next Commission Meeting to discuss options.

On the agenda next was a site visit for Prospect Hill Park. A Recreation Board site visit to Berry Park was requested by Director Abruzzi last fall once weather allowed to observe the site and to create ideas for improving the space. Weather permitting, Director Abruzzi recommended that on April 11, 2018, the date of the next Recreation Board Meeting, the Board members meet at Prospect Hill Park prior to the meeting and walk to Berry Park. For the convenience of all those that will be attending, the April 11, 2018 Board meeting will be moved to the Recreation Building at Prospect Hill Park. A decision will be made a week prior, and emailed out with the April Board Meeting Agenda.

On the agenda next was the proposed 2018-19 Recreation Board Meeting Dates. The dates are similar to this year. A motion to approve the 2018-19 Recreation Board meeting dates was made by John Graceffa and seconded by Stacey Tully. All were in favor.

Director Abruzzi began the Director's Report by informing the Board that the funds for the design services for Cornelia Warren Field were approved. The pre bid meeting had a large turnout of designers/landscape architects. Five companies submitted bids. Beals and Thomas, Inc. was awarded the contract. They have designed projects within Waltham over the last few years. Director Abruzzi informed the Board that the Recreation Staff will begin working with them in the upcoming weeks to begin plans of improvement for the park once the contracts are executed.

The Graverson/Elsie Turner Project received final funding approval on Tuesday, February 20, 2018 from City Council. The Construction contract was awarded to Green Acres of Lakeville, MA. Green Acres has recently completed construction at Peter Gilmore Playground, Drake Playground and Cedarwood Playground. On March 9, 2018 a pre-construction meeting was held for these locations.

Weston and Sampson Inc. and the City of Waltham Engineering Department have been working to address the drainage issues at Hillcroft Playground. The Recreation Department has scheduled a meeting for March 29, 2018 with Weston and Sampson and Waltham Engineers to finalize a resolution to the drainage issues.

The Recreation Department is very excited to have recently distributed the 2018 Summer Brochure. Online registration is scheduled to be held on April 12, 2018 and walk in registration is scheduled for April 25, 2018. Spring program registration is still on going with programs beginning in the next week.

The Waltham Recreation Department in conjunction with the Chesterbrook Community Foundation and the Waltham Partnership for Youth is sponsoring a Community Dodgeball Tournament, this weekend - March 24, 2018. Teams will consist of two middle school aged youth, two high school aged youth and two adults. Recreation Teen Program Supervisor, Kathy Gross is working hard to coordinate this community bonding event.

The HVAC Improvement Project at the Waltham Community & Cultural Center had a pre-construction meeting this past Tuesday, March 20, 2018. Those attending the meeting included: City of Waltham Representatives, School Department Representatives, architects and Ambient Temperature Corp. All Departments will be working together to have minimal interruption to programs and classes throughout the building during construction.

The final reading for funding for the Veterans Memorial Skating Rink Improvement Project will be Monday, March 26, 2018. The installation of the new refrigeration, dehumidification and reclaim system will begin shortly after the Rink closes for the season on March 31, 2018.

Included in the folders was a Teen Program Summary of the Chill Zone and After Chill Programs. There are currently 68 middle school students actively participating. The After Chill program, designated for ninth and tenth currently has 50 active participants. It has been wonderful to have the older kids come back to be part of the "Chill Zone Family". The two age groups have been kept separate for age appropriate activities.

On February 17, 2018, the Recreation Department and Partnership for Youth held a Job Readiness Workshop, 25 teens attended this event.

In the summer of 2017 the Recreation Department rented (2) AED monitors for Prospect Hill Park and Jake Dennis Field. After much consideration, the Recreation Department will rent AED monitors again this coming season. By renting, the Department does not have the overhead cost of equipment, upkeep and supplies. A third AED monitor will be leased this summer and will be located at Cornelia Warren Field, home of the adult softball program.

Director Abruzzi referenced previous discussions about Recreation staff continuing education. The four Recreation Supervisors all attended the Massachusetts Parks and Recreation Associations Annual conference. This two and half days of workshops and training brought many new ideas. Assistant Director, Kim Scott and Recreation Supervisor, Kara Greeley are finishing up First Aid/CPR instructor training. Director Abruzzi, Assistant Director Scott and Superintendent of Recreation Facilities, Ed Kelley Jr. are currently attending a Playground Inspection Certification Class.

The operational budget process has begun for fiscal year 2019 and Director Abruzzi will be working on the budget and present the final recommendation to the Recreation Board for approval in April. Once approved the budget request will be forwarded to the Mayor.

In other Business, Board member, Stacey Tully informed the Board that Healthy Waltham has been working with the Recreation Department to have a neighborhood walking program. The Kick-Off Event will be April 4, 2018 at 5:00 p.m. and will begin at the Waltham Common. Scheduled neighborhood walks will follow throughout the spring.

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

The meeting adjourned at 5:51 p.m.

Respectfully Submitted,
Kim Scott, Assistant Director