

The Waltham Recreation Board held their September Board meeting on September 19, 2018 at the Waltham Recreation Department, 510 Moody St, Waltham, MA 02453.

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

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

Chairperson Richard Scanlon called the meeting to order at 5:31 p.m. He announced that the meeting was being taped by WCAC, Waltham's cable channel and would be shown on the local channel at a later date.

A motion was made to approve the minutes of the June 6, 2018 Board Meeting by Tom Creonte, seconded by Jerry Walker. All were in favor.

The monthly bills were circulated and signed by all Board Members. There are two sets of bills; one for the remainder of FY 2018 and the other for July 1, 2018 to present.

Director Abruzzi directed the Board's attention to the statement of accounts. The first page reflects the day to day operations and there has been no major spending since the fiscal year is in its early stages. The second page details balances of all capital improvement accounts. These accounts have not had balances brought forward from fiscal year 2018 to 2019 so they still reflect the balances from June 2018. All accounts are in good standing.

Next on the agenda, a request from Julie Babcock, long time Waltham Youth Soccer Board member and volunteer. Julie provided a letter to the Recreation Board, detailing all the many contributions the current Waltham Youth Soccer President, Mr. Mike Guzzi, has had on the youth program. She requested that the playground that is scheduled to be installed at Veterans Memorial Athletic Complex be dedicated in his honor. This play structure was a financial collaboration between the City of Waltham, Waltham Youth Soccer and CPA. After a brief discussion of the request, a motion was made to dedicate the new play structure at Veteran's Memorial Complex in Mr. Mike Guzzi's name because of his years of dedication to the youth of the City of Waltham by, John Graceffa and seconded by Stacey Tully. All were in favor. Director Abruzzi continued by stating that the request would be forwarded to the Mayor and City Council for final approval.

On the agenda next, was a request from New England Orienteering Club for use of Prospect Hill Park for their annual orienteering event. The event is scheduled for Saturday, November 3, 2018, after the vehicle access road closes for the season. Director Abruzzi recommends the approval of this event. A motion to approve the request was made by Gary Vallerand and seconded by Tricia Curtin. All were in favor.

The next item on the agenda was the new registration waiver, including social media usage. Director Abruzzi directed the Board to the proposed registration waiver in their folder, and a communication from the City of Waltham Law Department stating that the wording of the new registration waiver was reviewed and approved. He continued by explaining that the new waiver would include permission to video tape children as well as posting photos and videos to social media for marketing purposes. John Graceffa requested an amendment be made to require individuals and families be required to submit in writing a request to opt out. A motion to approve

the new registration waiver, including social media usage for marketing purposes and amended opt out option was made by John Graceffa and seconded by Tom Creonte. All were in favor.

The summer season, is one of the Recreation Department's busiest and most enjoyable seasons. Recreation Supervisor, Kara Greeley, again this year, put together a video montage of all the adventures at the Kaleidoscope Program. Ms. Greeley also created another video that is an overview of all the summer 2018 programs that was shown prior to the Board meeting. As the videos showed, all participants had a memorable experience.

Next Director Abruzzi took a moment to thank all the full time and seasonal staff for their dedication, inspiration and energy this summer. Special thanks were provided to Kim Scott, for providing guidance to Ben Kiwanuka with it being his first summer at Prospect Hill and overseeing all of our third party programs; Kara Greeley for seamlessly running the Kaleidoscope Program and field trips; Adam Dallaire for yet again another successful season of Middle School/Chill Zone programs, as well as free Friday activities; Kathy Gross; for another fun, creative season at our Art Adventures Program; Ben Kiwanuka for doing an outstanding job with our Prospect Hill Program; Ed Kelley Jr overseeing all of our Aquatic Facilities and staff; Yvon Cormier for overseeing 510 Moody Street and keeping up with the HVAC contractors; Karen O'Brien and Lisa DiBlasi for coordinating all the rosters and permits for the summer season.

Director's Report:

Adriana's Mobile Library – Adriana Voci had another successful summer at McDonald Playground. The flyer that was shared on the City of Waltham's website and social media is in the Board folder. We hope to see Adriana again next year.

Hillcroft Playground – Director Abruzzi is excited to report an email was sent to the neighbors of Hillcroft Playground sharing the final Design with them. The design can be found on the Waltham Recreation Department's Capital Improvement webpage. The playground improvements will be going out to bid for construction this fall/winter with a construction date of early spring 2019.

Tree Dedication at Nipper Maher Park – In the Board folders there was a thank you note from Ms. Vicki Corpian for allowing them to plant a tree in her brother's honor, Mr. Chuck Sarro at Nipper Maher Park.

Putt at Prospect and Carousel – The carousel was a popular addition to the Putt at Prospect attraction. As the included flyer stated, there was an increase of 150 in attendance from last summer. Mini golf and the Carousel will remain open through the *Halloween in the Park* event, scheduled for Saturday October 27, 2018.

Board Contact Information – Director Abruzzi asked the Board to review the contact information on file and to make any updates if needed.

Fall 2018 Program Brochure – Director Abruzzi asked the Board to refer to the 2018 Fall Brochure that was in their folders. He noted that there are a variety of different activities for toddlers through adults. Some of these programs are special events and some have weekly sessions. Registration will continue until programs are full.

Elsie Turner Field and Graverson Playground - Both park projects are nearing completion. The Elsie Turner Field is slightly ahead of Graverson Playground in regards of completion. Green Acres, the contractor, has done an exceptional job at both locations. Director Abruzzi also wanted to thank all the staff and various City of Waltham Departments that have helped with these projects.

Veterans Memorial Rink – Veterans Memorial Rink opened for the season on Monday, September 17, 2018. Houghton Mechanical spent the summer removing and upgrading a new refrigeration system, cooling tower and dehumidification system. The project is in its final stages of completion, as a new heating system and energy efficient reclaim system is being installed. Board member, Stacey Tully inquired about additional/new signage outside of the rink. Director Abruzzi stated since the Rink is leased through the DCR and not property of the City of Waltham, all signage would need to reflect DCR as per lease agreement.

AED Rentals – Three AED monitors were rented to supplement the units at numerous parks and recreation facilities. At all locations, the users were offered training on how to use the AED monitors. As programming at Prospect Hill has continued to expand throughout the year, the Recreation Department will inquire about purchasing a unit for the location.

Bobby Connors Playground – Carolyn Cooney & Associates are finalizing the plan approved by the neighborhood in summer of 2018. The plans will be ready to go out to bid for construction over the winter months.

Prospect Hill Park RFP for Design - Hedlund Design Group was selected this past summer and Director Abruzzi went before Waltham City Council on Monday, September 17, 2018 to seek funding. The design will include improvements to the base area (water controls, improvement to the parking lot, safety of main entrance, and replacement of the play structure that was removed this past summer) as well as signage at Berry Park.

Prospect Hill Park Building Roofs – In addition to the park design, funding and improvements will be sought to replace/repair the three roofs of the buildings at the base of the park.

Western Greenway 5K – Construction at Elsie Turner Field will prevent the annual Western Green Way 5K traditionally held at this location. For 2018, this event will begin and end at the Metropolitan State Hospital McLaughlin Building on October 28, 2018.

Cedarwood Playground –The Conservation Commission has issued a Certificate of Compliance for the completed installation of grass at Cedarwood Playground behind the multipurpose court.

Fernald Property – The City is working to make improvements to the field and sledding hill at the Fernald Property for community use. Signs will also be installed. John Graceffa noted that there is a culvert in the middle of the field that may be a safety concern.

510 Moody St HVAC – The HVAC is ongoing and should be completed late fall. Yvon Cormier continues to open the building at 6 a.m. to accommodate the contractors.

510 Moody St Evening Presence – Last year, Director Abruzzi received funding for part time staff providing an evening presence in the building. One staff was hired to work two evenings a week. This year, we have recently hired Mr. Robert McCarthy to work two evenings at 510 Moody St.

When Mr. McCarthy is not at 510 Moody St. he will be a presence at Prospect Hill Park and assist at the Veterans Memorial Skating Rink.

Laser Tag System – Prior to next month's Board Meeting, Director Abruzzi would like to provide a tour of the new laser tag area. The Laser Tag system was purchased and delivered last spring. Recreation Staff has been working to renovate space and train on the new equipment. Recreation Board members will be invited to participate in a game at the time of the tour.

Other Recreation Business

In other business, Gary Vallerand updated the Board on a Vista Clearing that was held in Prospect Hill Park. Gary Vallerand will be working with volunteers from Clarks to coordinate a trail clean up in early October.

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

The meeting adjourned at 6:12 p.m.

Respectfully Submitted,
Kim Scott, Assistant Director