



## Boylston Parks and Recreation Commission Meeting Minutes



**Tuesday, June 06, 2023**

**6:30 p.m. in the Nicholas Ward Meeting Room**

**Boylston Town Hall, 221 Main Street, Boylston, MA 01505**

### **I. Call to Order by Eric Hoffses at 6:35pm**

- a. Commissioners Present: Eric Hoffses, Claudine Underwood, Alison Leblanc, and Arielle Strzelewicz
- b. Commissioners Absent: Steve Nason
- c. Coordinator: Present (Pam Frechette)
- d. Public Present: Mark Anttila, Elaine Jones, Sue Hudson, Bill Hudson

### **II. Approval of Meeting Minutes – 05/02/2023 & 05/25/2023**

**Vote:** *Alison made a motion to accept meeting minutes from both 05/02/23 and 05/25/23. Arielle seconded. All in favor. Motion carries.*

### **III. Date for July meeting (due to conflict with July 4<sup>th</sup>)**

The Commission agreed no date would be set for a July meeting due to the July 4<sup>th</sup> holiday falling on the first Tuesday of the month. If something comes up and it's necessary for a meeting, Eric will call one via zoom. If not, the next scheduled Commission meeting would fall on August 1<sup>st</sup>, but Eric may be on vacation. A decision will be made as the date gets closer.

### **IV. Work Day at Manor Park**

Alison wanted to call the community to come help at Manor Park to get a bunch of stuff done. Maybe since the Commission is not meeting in July, this can be done instead. There's balance scale, gaga ball, and maybe tether ball. Pam will call and check on the delivery of tether ball. Alison mentioned the wood retaining wall falling apart. Eric said he met with Matt Davidian to get a price on replacing the wall.

Alison asked about Commission availability. It was decided to plan for July 8<sup>th</sup> and see if we can get volunteers from the baseball families and other groups. Alison said even just a few extra hands will make the work go faster. Pam will post to Facebook and reach out to other groups...Leos, Scouts (Shrewsbury), Baseball, etc.

The plan will be to touch-up paint, install the gaga pit, balance scale, and tether ball. We will also move rotted timbers if necessary.

## **V. CPC Information/Update**

Elaine Jones asked the Commission if they would like to hear the ideas that came through related to Parks & Recreation. She said a lot came from the Master Plan and a lot of things she hasn't thought of before, like fencing for Center Park or moving the toddler structure back further away from the road. A railing for the stone steps at Hillside was mentioned, and an accessible path to Center Park and Hillside for stroller access. Lights at Tahanto for night games and extended practice times was mentioned.

Elaine said they spoke to the Planning Board and they were all in agreement that the parks need updating.

Elaine said that if anyone wanted to propose something that falls under Parks & Recreation they would have to come before the Parks Commission for support first.

Eric said he'll share his draft report he's working on with the Commission when he's done.

## **VI. Disc Golf Update**

Eric gave an update and said things are moving along. A police report was filed because three different times someone stole the temporary signs and white stakes used for markers. Eric said Connor Sign & Graphics is donating the signs and it's not fair to them; whoever is doing it is wasting their money by stealing them. Claudine said the property is now being watched by the Police Department. Elaine suggested the use of cameras. Eric said there might be some up.

## **VII. Harrington Park Update**

Pam said the construction phase of the Harrington Park grant is done. The signs were installed on 5/26/23. It worked out well that Walker (Terramor, LLC) was able to dig the holes, install posts, and cement them in. Connor Sign & Graphics was able to just slip the aluminum sleeves over to install the signs. Elaine happened to be there walking during the sign installation when Pam stopped to check progress. Pam took pictures of Elaine and Sue taking their walk and used them to submit for the grant requirement. Other submissions from the public and of Sunny were also used. The last of the requirements was submitted on 5/31 and a confirmation email was received stating they would begin processing the reimbursement. Pam said the project came in under budget. Originally \$37,500.00 was estimated, then quotes equaled \$36,025.00, and the actual total was \$35,290.00.

Eric said next on the to-do-list for Harrington Park would be to take care of the area where the building was removed. There are some quotes in process. Mark asked if that would have to go before Conservation due to the buffer zone and Eric said most likely.

## **VIII. Sunscreen Program Update**

Sarah sent Pam an email that three dispensers are now fully funded. They will go up at Hillside, Manor Park, and Center Court. Pam asked if everyone saw the samples at Memorial Day. Claudine had hers in the meeting. Alison said one of her children always reacts to it and used a small bit and didn't react. Everyone agreed the sunscreen was a quality product.

## **IX. Coordinator Report**

- The gardens have been weeded and new signs added. There's one plot left. It can be planted for the food pantry.
- The Board of Selectmen approved the accessible garden beds donated by the Garden Club.
- Alison will install the signs for the food pantry and community gardens on the empty post in the parking lot. The sign for the garden may move, as the Garden Club would like to install an arbor in the entry of the Community Garden, and it would be nice to put the sign there.
- The Grange Community Night went well.
- The refinishing of the floors is scheduled for 7/13 & 7/14, and the gym will be closed that weekend to let it cure per vendor recommendations.
- There were no volunteers for Memorial Day, so Pam decided to just run the bounce house and not do popcorn, too.
- Pam attended the PARC grant workshop with Mark.

On that topic, Mark said he doesn't think we can submit a grant for Pickleball courts at Manor Park in July because of the timeline. Mark said it would have to go before a Town Meeting for approval because it's a reimbursable grant. The first year would be planning and the second year would be for construction. There would need to be a fall/winter Town Meeting to make it work this year. He has the work that Sterling did for their submission, and we can use that as a template. We have an opportunity to make the courts accessible. Mark said when it comes time to work on it, hopefully have a Town Planner that can help. Eric and Pam agreed the grant deadline is tight for this year. Mark said maybe in the fall when the construction season slows, it might be easier to get some quotes.

Eric said speaking of Manor Park, he got a lot of positive feedback on the tree work that was done. Alison said the difference is incredible and everyone agreed it looked so nice. Claudine said the trees were originally put up as a sound barrier, but the neighborhood probably agrees that it's so much better now. Elaine asked about the trees near the playground area. Eric said those trees were trimmed earlier (in the year) by a volunteer. Elaine said one of the comments that she received is that the play area is so remote. She asked if it could ever be moved. Eric said that with the way the fields are, it cannot.

- Pam said Pickleball Clinics are starting.
- The Babysitter Class is going to be cancelled this round due to lack of sign-ups.
- Eric asked about the CPR class. Pam said that filled up.

Mark said he ran a clinic at Center Court on Memorial Day and had some younger people that go to St. John's High School attend and interested. They play during lunch at school. Mark said he'll be running 3 levels of clinics in the gym with Shawn Parker. Mark said he's PPR certified (Professional Pickleball Registry). Mark said he also needs more balls – the red ones last longer for play. The blue ones are fine for the machine. He'll see Pam.

- Pam said registration for BEST soccer clinic will open soon for kids ages 5-12 in August. The kids will be divided by age and skill level.
- The Yard Sale will be held in August so the college kids going back to school can shop. Last year it was suggested, so we'll try it.
- Areteca's Karate Academy will host a self-defense class on August 12<sup>th</sup> at their location for Boylston Parks and Recreation.

## **X. Approve any expenditures before year end**

Eric said there's approximately \$23,000 in revolving. He reminded the Commission that anything more than \$10,000 left in the revolving account goes back to the town at the end of June. Not accounted in that total is the bill for Manor Park for the emergency plumbing when the hot water heater went. The bill was \$1700.00+. That brings the total down to about \$22,000-ish.

Eric said we might want to look into getting on the Town Meeting warrant next year to change the revolving account to one that will allow us to accumulate and carry the total over. Now that we're making more money that might make sense and will avoid the yearly reset to \$10,000.

Alison asked if that means there's \$12,000 to spend now. Eric said yes. Pam wanted to make sure the number she gave to the Commission is not an exact match with the Town Accountant, but it's a good approximation. There's a difference that needs to be sorted out (less than a couple hundred dollars). Pam said the floors and tree trimming has been taken out of the numbers presented. Claudine asked if rugs were purchased for the gym yet. Eric said yes.

Mark collected three quotes on getting mats installed on the walls in the gym. One is \$12,200.00 but doesn't include installation. One vendor, Resilite, is a manufacturer and quoted \$14,600.00. Dave Ayotte Co., that's affiliated with the vendor doing the floor quoted \$14,900+ for mats and installation.

Mark liked that this vendor (Dave Ayotte) won't cut the mats until they're on-site. That takes the responsibility off us to give the correct measurements for the cut outs. There won't be mats behind the benches, as the basketball group mentioned expanding seating. The mats will also help as a sound barrier. They are backed with 3/8" Masonite, the vinyl that will match what's installed currently, and the foam is 2" thick.

Mark said there's no quotes for anyone that can just do the installation, but he estimates that would be about \$2,000.00. Eric agreed that it would be better to go with a vendor to do it all, rather than having to coordinate scheduling and storing the mats until they can be installed. Mark said they can complete the installation in a day or two. They will come out ahead of time and take all their own measurements. He said they are busy, but there's no big hurry on our end. Mark said he's not sure if the quote included the metal doors. Eric commented that it is odd there isn't matting all behind the hoops because of the safety issue. The mats will be good for safety for Pickleball, basketball, and birthday rentals.

The Board of Selectmen will need to approve the mat purchase and installation. Pam will attend the next meeting and ask for approval.

Eric asked if anyone had any more questions. There were none.

*Vote: Alison made a motion to spend the amount not to exceed \$17,000.00 for gym mats on the walls. Seconded by Arielle. All in favor. Motion carries.*

## **XI. Budget Report**

Eric said the annual budget numbers will come in under what was projected. No further comments.

**XII. Citizens’ Comments**

(Except in unforeseen or emergency circumstances, any matter presented for consideration of the Commission by a member of the public shall neither be acted upon, nor a decision made the night of the presentation. A scheduled time on a future agenda may be necessary, at the Commission’s discretion.)

Elaine asked if the bench at Center Court was installed. The bench was delivered but needs to be placed. Claudine offered that Jamie might be able to do it.

Alison said she’s thinking more about the fence that was suggested for Center Court. It would have to have a wide gate to be accessible. Elaine said the whole playground at Dean Park is fenced. Alison wanted to know if the gate would have to be automatic to be accessible, or if having help would be acceptable. We can add this as a future agenda item.

Sue Hudson commented about a post she saw on Facebook regarding dog waste being left on the trail at Harrington Park. Pam said she saw the same post and went to check; there was a lot of skunk scat on the new path. Elaine said there’s a lot of goose waste there too. Sue asked if there’s a container to leave waste. Arielle said there’s a place she visits that has baggies available and people still leave waste behind. Claudine said at a recent game she watched people not picking-up after pets. Pam said she also noticed some people will bag it and leave it along the trails. The sign at Harrington Park says to bring it out. Alison suggested that we put a bag holder screwed to the sign as a reminder.

**XIII. Future Agenda Items** (topics to be proposed for discussion at future meetings)

Fence/Center Court – from previous discussion of ideas presented by Elaine (CPC)

**XIV. Adjournment**

*Vote: at 7:31pm Claudine made a motion to adjourn the meeting. Arielle seconded. All in favor. Motion carried.*

**Meeting Materials:**

Agenda	On File in the Parks and Recreation Office
Minutes	On File in the Parks and Recreation Office
Public Attendance Sheet	On File in the Parks and Recreation Office
Budget Sheet	On File in the Parks and Recreation Office
Email from BOH regarding sunscreen dispensers	On File in the Parks and Recreation Office
Mat quotes	On File in the Parks and Recreation Office

Respectfully submitted by: Pamela Frechette, Parks and Recreation Coordinator