



RECREATION COMMISSION

Meeting Minutes
June 5, 2020
1:00 p.m.
Zoom Meeting

Present: Christopher Hardy, Commissioner; Hema Santhanakrishnan, Commissioner; Joe Will, Commissioner; David Martin, Board of Selectman Liaison; Melissa Rier, Recreation Director; Mary Lou Repucci, Recreation Office Manager.

Absent: Ed Holcomb, Commissioner; Stephen Trimble, Commissioner.

Opening: Hema Santhanakrishnan opened the meeting at 1:06pm and recited the Opening Script.

I. Regular Business

1. Review of Meeting Minutes from May 7, 2020: Postponed to future meeting.
2. Citizen Concerns: No specific concerns reported. There was general discussion of how state requirements related to Covid-19 are rapidly changing. Melissa Rier reported receiving frequent Facebook inquiries and is maintaining communications with the public. She had a Zoom meeting with the Finance Department to review Recreation's Revolving account; the allowable carry-forward into the next fiscal year (July 1) is \$10,000 after deducting pre-paids, while the current cash balance is \$120,000. Melissa has been analyzing Recreation's pre-paids -- payments made in FY20 for programs and rentals occurring in FY21 -- that have been severely reduced by refunds due to Covid-19. She will check our pre-paids again at the end of this month to see how much can be carried forward. Amounts not eligible to be carried forward must be allocated to the Town's general fund.

NARA Camp will begin June 29 with adjustments:

- Group size within age ranges will be limited to one group of ten.
- Groups will stay together with the same counselor throughout the entire season and will not co-mingle with other groups.
- Masks will be worn and social distancing guidelines enforced.
- Each group will have a home base with its own tent.
- Sanitary protocols will be followed.
- The NARA office will be re-organized for social distancing.
- The snack bar will not be operating and has been cut from operations. Typically it loses several thousand dollars in revenue every summer. Vending machines may be added. An outside vendor is being sought.



There was no public comment.

3. Reports:

- a) Fields and Facilities: Melissa reported that the NARA Picnic Pavilion and other rental facilities are closed for the duration of Phases I and II. The Board of Health has approved fields to open next Monday with social distancing guidelines and additional restrictions, including: no league play; non-contact sports only; no organized groups; and, fewer than 10 players. Acton Community Education is coordinating its field use with these measures. NARA Beach will open to the public on June 13 with reduced parking to control use. The annual Beach Blast Party has been cancelled. NARA Park and Beach will be staffed with park rangers, groundskeeper, parking lot attendants and lifeguards. The number of staff is being reduced this year. There was no public comment.
- b) Rail Trails: The NARA Walking trail is open to one-way traffic. BFRT is two-way. There was no public comment.
- c) Events: Events through July 15 are cancelled; Recreation is waiting to hear about the rest of the summer. There was no public comment.
- d) Community Preservation Committee: It was asked whether there are any CPC plans for next year. Melissa replied that the Elm Street tennis courts need resurfacing and that the NARA boardwalk is deteriorating. However, she intends to finish Recreation's current projects before starting any new ones.

CPA Project Updates:

- *T.J. O'Grady Skate Park:* The project is ready to begin construction. Melissa described new features to be added with work commencing shortly. Currently she is scheduling the contractors. She will contact the school system to request removal of jersey barriers. There was no public comment.
- *NARA Picnic Pavilion Restroom:* Nothing to report. There was no public comment.
- *NARA Sports Pavilion:* Construction is under way. This is the most complex of Recreation's current capital projects and is expected to be completed by next year. There was no public comment.
- *Jones Playground Renovation:* The project is ready to begin construction. There was no public comment.



- *Gardner Playground Renovation:* It was found that Acton zoning bylaws prohibit drive-ins, including showing movies at NARA Park. There was no public comment.

II. New/Special Business:

4. COVID-19 Update: The 50 Audubon Drive Recreation Center continues to be closed to the public along with other Town buildings. Recreation staff are coordinating limited use of the office. Melissa is working on a phased re-opening plan in accordance with state and local guidelines. There was no public comment.
5. Recreation Volunteer of the Year: Postponed to future meeting. There was no public comment.

III. Consent Items:

None.

Adjournment: At 1:55pm it was moved and seconded to adjourn the meeting. The motion was approved 3-0. Roll Call: Hardy: yes; Santhanakrishnan: yes; Will: yes.