



Town of Acton

Recreation Commission

**ROOM 126
ACTON TOWN HALL
7:00 PM**

Minutes

DATE: March 7, 2017

ATTENDEES	Present were Ms. Nancy Gerhardt, Commissioner, Ms. Carol Gerolamo, Commissioner, Mr. Joe Will, Commissioner, Ms. Cathy Fochtman, Recreation Director, Ms. Mary Lou Repucci, Recreation Secretary and Mr. Stephen Trimble, Citizen.
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TOPIC: CITIZEN'S CONCERNS

DISCUSSION	None to report.
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CONSENT AGENDA

DISCUSSION	February 14, 2017 minutes
ACTION ITEM	February 14, 2017 minutes accepted as amended, 3:0.

ACTION ITEM REVIEW FROM FEBRUARY 14, 2017

DISCUSSION	Ms. Fochtman will contact Town Counsel by the end of the week regarding obtaining approval of the proposed Model Airplane/Drone Policy for the School Street Field.
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TOPIC: NARA PARKING FEES

DISCUSSION	Ms. Fochtman shared a recommendation for a NARA parking sticker program, drafted by Ms. Melissa Rier, to be presented to the Board of Selectmen for approval. The recommendation is in response to increasing pressure on the Park during peak use times on summer weekends due to overcrowding and oversubscribing. The parking issue at NARA has been under discussion for two years now but requests for funding to hire a consultant and to purchase supporting technology have been turned down. The Recreation Department is taking the initiative to address the issue by implementing a system where Acton residents can receive a free annual sticker to park while non-residents pay a \$5 per-use fee. Details of the proposed system were discussed including traffic flow and communication to the public. Parking fee receipts will be applied to pay for additional parking lot attendants. Mr. Will moved that the Commissioners endorse the proposal, subject to closer review and the opportunity to send their suggestions to Ms. Fochtman via email. Seconded by Ms. Gerolamo. Motion passed 3:0.
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TOPIC: RECREATION VOLUNTEER OF THE YEAR

DISCUSSION	Ms. Fochtman asked the Commissioners to revisit this topic after receiving feedback from the Recreation staff who felt the award should recognize a person who has assisted the Department directly. At the February 14, 2017 meeting, Ms. Fochtman nominated Mr. Steven T. Repucci for his photography at Recreation events. Mr. Will nominated Mr. Bob Guba for his design work in the conservation areas and Mr. Ross Lilly for leading an accessible soccer program for residents of Acton and other towns. The Commissioners
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	<p>voted unanimously to grant the award to all three. While each deserves recognition through an appropriate venue, the Recreation staff would prefer to adhere to the Department's informal precedent of recognizing one individual for outstanding involvement in the Department's immediate work. Of the three only Mr. Repucci met the criteria. In addition, after the February meeting Ms. Fochtman learned that Mr. Guba had already been awarded as the first Recreation Volunteer of the Year in 1999; his name appears on the plaque in Town Hall. Alternate ways to honor Mr. Lilly were discussed.</p> <p>Ms. Fochtman also reported that Ms. Maura Haberman, Recreation Event and Program Coordinator, would like to recognize Mr. Mehul Suri as 2016 Recreation Student Volunteer of the Year.</p> <p>Mr. Will moved to delete two names from 2016 Recreation Volunteer of the Year and to add 2016 Recreation Student Volunteer of the Year, and to name Mr. Repucci as 2016 Recreation Volunteer of the Year and Mr. Suri as 2016 Recreation Student Volunteer of the Year. Seconded by Ms. Gerhardt. Motion passed 3:0.</p>
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TOPIC: NARA MASTER PLAN – PARK MAP

DISCUSSION	<p>Ms. Fochtman presented a draft of a NARA Park map showing confluence of the Bruce Freeman Rail Trail with the 1-mile NARA Walking Trail and ½-mile Pond Trail. Currently in the final stages of editing, the map uses an aerial photo as its source and measures approximately 2 x 3 feet. Mr. Will suggested outlining the Park border. A dashed line will be considered. Ms. Fochtman stressed the need for accuracy of this addition. Mr. Trimble inquired about the history of the Rail Trail which Ms. Fochtman answered using the map for reference.</p>
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REPORTS:

DISCUSSION	<ul style="list-style-type: none"> a) Rail Trails – After some delays the Acton section of the Bruce Freeman Rail Trail is expected to be completed mid- to late-summer. b) NARA Sports Pavilion – The Recreation Department is working with Stamski and McNary, Inc. to finalize plans for grading the area around the Sports Pavilion including the parking lot. Ms. Fochtman and Mr. Tom Tidman recently walked the area to review and refine the plans. The patio area on the athletic field side of the building will be decreased from 40 to 30 feet while the front will be scaled down to 12 feet from 20 with significant savings in the cost of concrete. c) Morrison Farm – Nothing to report. d) T.J. O'Grady Skate Park – Mr. Walter Foster has been talking with Mr. Tom Tidman about the possibility of the Town of Boxborough applying next year for Community Preservation Act funding to complete the Skate Park design. The Skate Park project is on hold while funding sources are being sought. e) Playgrounds – A meeting took place on Monday, March 6 between Ms. Fochtman, Ms. Rier and Mr. John Sonner regarding re-design of Jones Field. A conceptual plan was prepared with the assistance of the Town of Acton Engineering Department. The project needs funding and community support to move ahead. CPC support will likely be sought next year. High school seniors have been invited to assist with mulch spreading at Goward Playground as part of their Volunteer Day on the last Friday in April. f) Community Preservation Committee (“CPC”) – The Recreation Department has three CPA items in the Warrant to be voted on at Town Meeting on Monday, April 3, including the NARA Picnic Pavilion Annex with two restrooms, Morrison Farm Community Garden irrigation well and NARA upper parking lot expansion. g) Rules for Drones/Model Aircraft – [See Action Item Review from February 14, 2017 Minutes, above.]
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NEW BUSINESS/DISCUSSION: A cricket pitch is being added to the School Street Field. It is not expected to be impacted by the annual Boy Scout Jamboree or other events occurring at the Field.

Mr. Tom Heinlein regrets having to resign from the Recreation Commission effective 3/7/17. We wish Tom well in his future endeavors and thank him for his fine service to the Town of Acton -- much appreciated!

MEETING ADJOURNED TIME:	Meeting adjourned at 8:45 PM.
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**Supporting and referenced documentation relating to these minutes are available on the Docushare site: <https://doc.acton-ma.gov/dsweb/View/Collection-1985>*