



Town of Acton

Recreation Commission

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

Minutes

DATE: OCTOBER 3, 2017

ATTENDEES	Present were Mr. Stephen Trimble, Commissioner, Mr. Joe Will, Commissioner, Ms. Barbara Willson, Commissioner, Ms. Cathy Fochtman, Recreation Director, Ms. Mary Lou Repucci, Recreation Secretary and Mr. Adam Nolde, resident.
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TOPIC: CITIZEN'S CONCERNs

	A yellow jacket nest was reported last month at Gardner Playground but the Conservation Department crew was unable to find it. A subsequent call from another resident gave specific directions enabling location and removal of the nest. There was a particular concern over public safety for the Oktoberfest event to be held at Gardner Playground on Saturday, October 14.
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CONSENT AGENDA

DISCUSSION	September 1, 2017 minutes
ACTION ITEM	September 1, 2017 minutes accepted as amended, 3:0.

ACTION ITEM REVIEW FROM SEPTMEBER 1, 2017 MINUTES

DISCUSSION	None to report.
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TOPIC: SUMMER PROGRAM PERFORMANCE

DISCUSSION	Ms. Fochtman described the Recreation Department revolving fund. The revolving fund fiscal year ends on June 30. Recreation operations are seasonal and occur on a calendar basis. At the fiscal year-end the department calculates how much money was paid in advance for activities scheduled to take place after that date. (Example: A group pays in June for a Camp Acton rental to take place during July. This is a "pre-paid" item.) Under commonwealth law, the revolving fund may not carry forward a balance of more than \$10,000. Pre-paid items are not included and are subtracted from the balance. Ms. Fochtman and Ms. Repucci are in the process of analyzing departmental financial data to establish the revolving fund balance as of July 30, 2017. The information will then be supplied to auditors. "Meeting on the Hill" was discussed, the annual budget meeting involving all Town departments. The meeting was held early this year in anticipation of Town Meeting in December.
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TOPIC: DOG PARK COMMITTEE UPDATE

DISCUSSION	An article will appear in the next "Municipal Quarterly," a newsletter mailed to Acton taxpayers along with their tax bill, asking residents to "Bark for a Park." The Dog Park Committee is charged with determining whether a need exists in Acton for a dog park. It
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	meets twice monthly and plans to rent a booth at Oktoberfest where it will distribute information and seek public input. It is also developing a summary of the benefits of a dog park to present to other Town boards and committees. It will study possible dog park locations at a later date, if consensus that a dog park is needed can be demonstrated to the Board of Selectmen. Ms. Fochtman has suggested the Committee also reach out to the Commission on Disabilities and the Council on Aging to access segments of the population that might support a dog park.
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REPORTS:

DISCUSSION	<ul style="list-style-type: none"> a) Rail Trails – Ms. Fochtman reported that the 12-foot wide paved section of the Bruce Freeman Rail Trail overlapping the NARA Park walking trail is almost complete. Safety concerns were discussed pertaining to pedestrians using the same path as cyclists. b) NARA Sports Pavilion – The Office of Michael Rosenfeld, architects for the project, made an abrupt announcement that it will dissolve with no successor. Ms. Fochtman is attempting to schedule an appointment with OMR to determine the status of the Sports Pavilion design, 95% complete but without stamped plans. c) Morrison Farm – See h) Community Gardens, below. d) T.J. O'Grady Skate Park – Nothing to report. e) Playgrounds – The Martin Street housing project developer has made a financial pledge toward the Jones Playground renovation project. Possible future amenities were discussed. The Recreation Department plans to apply for CPA funding of this project at a future time, not this coming grant cycle. Community Service Day: The R.J. Grey Junior High School Green Team, comprised of 120 students, will volunteer in late October to work on projects to improve Recreation properties. f) Community Preservation Committee (“CPC”) – At its last meeting the CPC addressed the proposed purchase of two parcels owned by the Hrynewicz family. If the sale is completed the properties will become Town of Acton conservation areas. CPA funding will be sought for replacement of the Veteran’s Field retaining wall. Ms. Fochtman is in discussion with Acton-Boxborough Youth Baseball to possibly share the cost. g) Rules for Drones/Model Aircraft – Nothing to report. h) Community Gardens – Mr. Barry Rosen, who rents a plot at the Morrison Farm Community Garden, made an official request for public information to the Town of Acton Clerk for the name, home address, email address and plot number of each person currently renting a plot at Morrison Farm. Concerns were discussed over privacy and making personal information available without prior consent.
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NEW BUSINESS/DISCUSSION: Ms. Fochtman shared Ms. Melissa Rier’s summary of workshops attended at the recent National Recreation and Park Association’s annual conference in New Orleans. A revised edition of Open Meeting Law is being made available from the commonwealth. The galley proof of the NARA Master Plan came from the printer for final review. Many thanks to Ms. Carol Gerolamo for her fine service to the Recreation Commission – much appreciated!

MEETING ADJOURNED TIME:	Meeting adjourned at 8:30pm.
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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>*