



LEOMINSTER RECREATION DEPARTMENT

Office: 40 Barrett Parkway, Leominster, MA 01453

Mailing Address: 25 West Street, Leominster, MA 01453

Phone: (978)534-7529 Fax: (978)534-7549 Website: www.leominster-ma.gov

Judith Sumner
Director of Recreation

LEOMINSTER RECREATION COMMISSION

Tuesday, June 21, 2022

1. CALL TO ORDER June 21st, Tuesday, 2022
2. COMMISSION ATTENDANCE ROLL CALL: Maureen Donatelli, chairperson, Theresa McEwen, Peggy Stephenson, Tom Bissonnette, John Ciccolini, Jeff O'Neill, vice chairman, Doug Cormier, Judy Sumner.
3. APPROVAL OF MINUTES FROM MEETINGS: D. Cormier made a motion to accept the minutes, 2nd by Theresa. All in favor, minutes approved for the meeting on April 19, 2022.
4. ELECTION OF OFFICERS: Following a brief discussion, Peggy made a motion that Mikie and Jeff would continue in their respective roles as chair and vice chair of the commission. Doug seconded the motion and all were in favor. Mikie made a motion that Peggy be added to the finance committee, Theresa seconded it and all were in favor. Doug made a motion that the personnel committee stay as is. Peggy seconded it and all were in favor. Tom agreed that he would stay on the facilities committee. Jeff made a motion that facilities stay the same. Peggy seconded it and all were in favor. Mikie made a motion to add Peggy to the programs committee, John seconded it and all were in favor.
5. MAINTENANCE REPORT
 - a) Judy discussed the report. Judy and DJ had to help with the pool to get that open and the splash park pumps are not working properly, and the seals are not working. He is getting calls from people at the park because it is overloaded. The pumps need to be replaced and the maintenance has become overwhelming.
 - b) Picnic tables at the pool were taken away and need to go back.
 - c) We have ordered two new trucks which will be here by the end of next month. Judy said we are ordering a flat bed with a water tank. DJ said we need another one for flowers. Judy said we will need another pickup truck when the Silverado no longer works. Also, once we take the water tank off the pickup truck then we can use that truck.
 - d) Doug asked about the Splash park, and wanted to know if we have a backup person for DJ and for the weekends? Judy said the problem is with people not hitting the activator properly. Judy said we will have to see how this works now that DJ is just emptying the tank out and cleaning it. Mikie said we need the new pump, more rules instituted, and a monitor.
6. PROGRAM and STAFF UPDATES
 - a) Staffing: Judy said there is a new director, Nick Abruzzi and he goes in front of the council on June 27th and he starts on the 28th. Judy said Nick has been with the Waltham Recreation Department for 24 years. He is a certified pool operator, and a lifeguard. He is certified to do CPR and lifeguard training. Mikie and Jeff said that he is very qualified and very personable.
 - b) Judy said she has hired Mary Parker for the Admin Support position. She goes by the name, Lucy and started on June 2nd. She will be working with Deb Mathieu in the front office.

- c) The pool opens this Saturday. We have Gabby and Lain who comes from the State administration working together as Pool Operators. Judy has also hired Lindsey English to help with staffing, scheduling, communications and purchasing.
- d) Judy said we are very fortunate that Nicole and Justin are sharing summer camp this year. Nicole Comeau will manage the programs and attend staff training for the first couple of weeks before she goes on vacation, and Justin will return from vacation to take over while Nicole is traveling.
- e) Kaylin Ball will be helping with SPED this year. Mikie asked if we are running a pre-school program this year and Judy said yes. Judy said we limited our numbers from 50 to 30. Pre-school is our biggest draw.
- f) Field Hockey begins tonight at Doyle Field. Judy said there have been problems with getting payments from the Fitchburg team three years in a row, so they have not been allowed to join the league this year. Kelly Marsiano is running the program this year, and doing a great job.
- g) Tennis is full and we have another instructor so they can take more people. Tennis and Pickleball are very popular. The pickleball program is well organized and welcoming to newcomers.

7. PROJECTS/GRANTS - UPDATES

- a) Frankie Fortuna Skate Park & Pump Track
Judy said this project went out to bid and no bids were received. It went out again and the bids came back \$740,000 when it was designed to be less than \$500,000. Only two companies bid the work. It was not awarded because we did not have the funds. Wendy Wiiks and the mayor talked about it, and they said we are going to have to use some of the American Rescue Plan funds. Also, the State said if we did not meet the deadline of June 1st we would lose the \$250,000 PARC grant. So that would have to come from the taxpayers. Judy said the mayor went to the State and talked to someone about extending our grant and he was able to get an amendment to extend the date. The contract has been signed but the company is waiting on the bond of money. The American Ramp Company is doing the work and they did our first skate park. It is an all-concrete park.
- b) Engineering and permitting for the Colburn Pond Dam
They were not able to meet the June 30th deadline. They will not be able to get all the plans done and all the permitting. We weren't able to get the purchase order to them until April so that was not enough time for them to do the work. Judy said she was fortunate that Wendy had talked to Greg when she sent the email in August in terms of hiring our contractor. When she talked to him, he said just send us a PO. Judy said \$163,500 for that so she asked the engineers to talk with someone in the State to explain why they wouldn't be able to meet that deadline. They talked to William Hinkley, Office of Dam Safety. He sent me a contract amendment to extend the date.
- c) Barret Park Improvements – Phase II

All the paperwork is in for the extension. Greg gave Judy the PO right away for surveying and doing the wetlands permitting. The mayor signed it in October, we sent it off and the letter said you have to start this asap because it is going to take a lot of time to get the wetland permits and we have to get this done before the snow flies. That was in the fall. I sent it to Greg and said I need to hire the engineers to do the surveying. So we did and then the state didn't sign the contract until January. So we couldn't pay the \$123,000. So there was one bill I couldn't pay because it was too soon so the rest I had to clarify the rest of the bill for the engineering surveying. We are not getting reimbursed until the Open Space and Recreation Plan is approved, our update. Montachusett Regional Planning Commission was hired to do the updates. I sat in on all the meetings. We started a long time ago and there was a lot of editing and corrections. Judy said she was heavily involved because she had 20 years of experience with these grants. Judy said she had to give a lot of information to Lisa since she was retiring.

d) Hill Street

Leaf Spyropoulos was the tree guy hired to chip the brush cut down by volunteers on the Hill Street Project. Lisa has had a hard time contacting him. He might not be responding due to illness. Lisa has the purchase order for it. He did some work, stopped, didn't finish, and we had to get an extension on the Community Foundation Grant. Now he must fill out Prevailing Wage in order to get paid.

8. OLD BUSINESS

- a) Pool Memorandum of Agreement has just been received by the State. They are going to take care of the chemicals and it is a good partnership, but we do have to take care of the fencing and Judy said she is working on it. Everyone agreed the pool is not for profit but to benefit the community.
- b) Pool facility: the State put all new flooring in the bathrooms. We don't have that liability anymore. But the State did not have enough paint to paint our pool this year. It is a special paint so we can't do it ourselves. They did re-caulk the pool. The pool was filled yesterday, and they are balancing the chemicals.
- c) The returning staff who have a CPR/First Aid professional certificate for two years; it is now only good for one year. Judy said the state law says they have to be certified every year. Judy said she needs to find someone to certify lifeguards by Saturday or she can't open.

9. NEW BUSINESS:

- a) Theresa said she postponed Chuck, the Lassie League President, who has questions about the field. Theresa said she would tell him he could come to the August meeting.

10. FACILITY REQUESTS

- a) Judy said we did have a facility request from the State. They wanted to do a Women's fishing clinic and she said if they partnered with us, they did not have to make a reservation or obtain insurance. This event is coming up in July.

11. OTHER

- a) Doug asked about spraying for Ticks near the playground. Judy said the conservation agent did not recommend it. Mikie said there are organic sprays that can be used. Judy said she would look into it.
- b) Mikie said Ed Vowles contacted her about removing the mound/hill at the Doyle playground and installing picnic tables. Judy said all playgrounds are under the direction of the Recreation Commission so members of the commission should take a vote on this. Judy said many people liked the idea of removing the mound/hill and installing picnic tables instead. Tom decided not to vote on this issue. Mikie made a motion to vote. Doug seconded it. Mikie said one abstained, one opposed, and the majority of five voted yes to remove the mound/hill and install picnic tables.
- c) Judy said the soccer league emailed her to say they need a sidewalk near the soccer field. They have no handicapped accessibility for anyone to watch a game. Everyone said it was too expensive and not easy to do. Judy said it can be put on the Recreation Department Capital Improvement Plan because we need to address handicap accessibility.
- d) Judy was congratulated on receiving the 2022 Massachusetts Parks Regional Committee Impact Award for the Central Region. Judy decided not to go to the awards ceremony so the Grafton Recreation Department accepted for us.
- e) Theresa said we need a motion to adjourn. Doug seconded the motion and all agreed.

12. MEETINGS and EVENTS

- a) Next Regular Commission meeting will be held Tuesday, August 16, at 4:30 pm.

