

**Burlington Recreation Commission
Meeting March 14, 2022**

Commissioners in Attendance: Chair Kevin Sullivan, Bill Gaffney, David Norden and Thomas Murphy

Staff in Attendance: Superintendent of Park Maintenance Bill Baker and Program Coordinator Kelly Lehman

Commissioner Sullivan called the meeting to order at 6:00 pm in the Main Hearing Room of the Burlington Town Hall, 29 Center Street

Commissioner Sullivan called for a moment of silence in memory of Don Flaherty, who passed away last week. He will be remembered for being an amazing asset to the Town, residents and employees. The Commission sends along their condolences to the Flaherty family.

Approval of Minutes

Commissioner Norden moved to approve the Recreation Commission meeting minutes of February 14, 2022, as presented.

VOTE: 4-0-0

Public Participation

None.

Director of Parks and Recreation Report

Parks and Recreation Director Egan was unable to attend but sent the report out via email.

On behalf of Director Egan, Commissioner Sullivan reminded the commission the Ways & Means meeting will be held on Wednesday, March 16 at 7 PM and Capital Budget meeting will be held on Tuesday, March 29 at 7 PM and encouraged all to attend if possible.

Parks Superintendent Report

Superintendent Baker presented the following report:

This past winter the staff cleaned and repainted all the removable barrels and picnic tables at the parks and schools. They inspected all the playgrounds and generated a list of parts needed for replacements. Serviced and repaired all the small equipment as well as the large tractors. They are currently trimming trees in designated areas, as well as preparing the fertilizer to get ready for spring fertilization application. Staff picked up nine pallets of seed and fertilizer which is being stored at the Overlook Garage. They have gone around to all the ball fields to determine which need clay and what steps should be taken to start working on them. One of the soundproofing panels at the pickleball court started to come down due to one of the windstorms and has since been repaired. The extra pool pump has been rebuilt as a backup for the wading pool. Protective pads have been put on the end zone poles and the lacrosse goals have been placed at Varsity Field and Brush Field for the start of the season. The tennis nets have been put up at Rahans Park. All trash has been maintained at parks and schools and Town Common.

Commissioner Sullivan asked how the staff is setting up for the start of high school spring sports. Superintendent Baker noted they haven't officially started yet, but with the nice weather, they have been able to get out and start the process. He noted they are in good shape to be prepared for the season.

Commissioner Sullivan asked if growth blankets were being used this year. Superintendent Baker noted they will be putting one on the infield at Francis Wyman for the next couple of weeks. Commissioner Sullivan noted that they make a difference. Superintendent Baker agreed that it does and helped a lot last year.

Programming Report

Program Coordinator Lehman presented the following report:

Spring Programs Registration

The spring program registration began on Thursday March 3. This season, they started a bit different by delaying the start of registration to 6 pm. They received feedback from the community in previous summer and fall registrations that they would prefer an evening registration time for adults who are working have time to log on in the evening. This was well received by the community, so the team worked on a plan to keep this in rotation. Summer registration starting at an evening hour might make more sense for the staff. They are discussing alternating for those who are not in favor of the evening time.

The office was fully staffed and wanted to extend a “Thank you” to all the staff that were in the office from 6 – 8 pm to answer any questions that might arise. There were a few people who stopped by to say “hey” and register in person or ask a question.

Therapeutic Recreation Division

Staff has begun interviews for a Therapeutic Recreation Intern for the summer last week, with a few more interviews this week. They have had student applicants from University of New Hampshire, Southern Connecticut State University and Regis College all interested in interning in a Community Recreation Center. Staff is excited to onboard one, potentially two interns for the summer months. One TR intern would focus on inclusion-based program and the other TR intern would focus on specialized programming with some cross over.

Special Event

Due to some scheduling conflicts, the pop-up event will be postponed.

Facilities

Jessie Hanson, Assistant Program Coordinator and Kristen Gonzalez Fitness Administrator have been working with local areas such as 3rd Ave, Burlington Mall and the Pocket Park, to provide programming this summer on their open green spaces. The staff is excited that 3rd Ave has a lot of open time for some fitness classes and potentially a bocce league. There is a few that they are looking to put down on the small green space which would limit the impact on our facilities and allow participants the opportunity to grab and appetizer and socialize after for a more laid back, passive recreation. Utilizing the green spaces at all three locations has been a plan for some time now.

Program Coordinator Lehman on behalf of Director Egan brought attention to the Year in Review that was put out last week. The Department has been working on this for a little while now. It shows where the Department is ranked nationally, shows the growth over the last year. Everything within the document has been done in 2021. The plan moving forward is to showcase and highlight the year and the work that is done as the Parks and Recreation Department and give the community a better idea of the impact on the community.

Commissioner Sullivan noted the presentation was great and should be brought to the Ways & Means meeting. Program Coordinator Lehman noted Emma Jones does great work and their go-to graphics expert.

Commissioner Norden noted the flyer looked great and is straightforward. He asked if going forward if all restrictions were lifted. Program Coordinator Lehman noted that the Department has made the decision that the restrictions will be based off the CDC guidelines for the spring program. Currently, if you are not vaccinated, you are required to wear a mask. This is based on the honor system. As soon as they are lifted, the Department will follow suit.

Chairman’s Report

None.

Subcommittee Report

Commissioner Norden added that the Sculpture Park is looking to purchase a Ukrainian Sculpture. They are currently fundraising for the sculpture and are looking to purchase two other sculptures depending on funds. There already has been one sculpture donated. Commissioner Norden added that Barbara is on track and is doing a great job with Sculpture Park. The only issue to arise is if they will be able to stay at the location. Commissioner Sullivan noted that watching on social media, the artwork purchased from the Ukrainian brothers would provide money for them to re-start.

Commissioner Murphy noted it is pre-spring season for the schools which is budget time from an administration stand point.

They will reorganize the first meeting in April where they will appoint a new School Committee Representative.

New Business

Revolving Account

Commissioner Sullivan, on behalf of Director Egan, requested a vote on the acoustic block fence panels for the pickleball court. Working with the neighbors to eliminate the noise of the pickleball court, some panels were previously purchased. Director Egan reached out and came up with a quote for the cost of enclosing the entire court. The cost requested is \$14,554.08 to be spent out of the revolving account.

Commissioner Murphy moved to approve the expenditure of the \$14,554.08 out of the revolving account to purchase acoustic fence panels. Commissioner Norden seconded the motion.

Commissioner Sullivan noted there would be a further discussion on the pickleball court in April when all the commissioners could be in attendance as well as the residents. If the location of the pickleball court is changed, they will be moved as well and not wasted.

Commissioner Murphy noted that the current paneling needs some modifications. He asked if they are moved to a different location, how flexible are they to modify. Superintendent Baker added the current ones are eight feet and the size would work at any location.

Commissioner Sullivan added Director Egan's view was the panels will get moved regardless of the location and they will not go to waste.

Commissioner Murphy asked how long the lead time was for the panels. Superintendent Baker wasn't sure the time frame Director Egan has requested from the panel company; however, there are some in stock online. Commissioner Murphy noted having these panels in place before the meeting with the neighbors would help see if this sufficiently addresses the noise issue. Commissioner Norden agreed, noting if this helps the issue or not, it could help future discussions with the residents.

VOTE: 4-0-0

Community Preservation Act Committee

Commissioner Sullivan noted the committee will come and make a presentation to the Commission. They are going to Town Meeting and asking for a vote to bring the Community Presentation Act to election in November. Every dollar the town puts in the state matches. This year will be 40% and needs to be used for housing, recreation, historical, and open space. He is a member and will send out a link with information when the date approaches.

Old Business

None.

Executive Session

Not Required.

Adjournment

Commissioner Gaffney moved to adjourn. Commissioner Murphy seconded the motion.

VOTE: 4-0-0

Meeting adjourned at 6:31pm

Next meeting is TBD

Respectfully submitted,
Emily O'Donoghue
Recording Clerk