

Recreation & Parks

November 18, 2025, 5:30 PM

Community Center

Attendance: Rossana Ferrante, Karin Ernst, Larry Simpson, Shelly Bedrossian, Chris Kennedy

Meeting called to order at 5:33 PM.

Approval of Previous Meeting Minutes

- Motion to approve the previous meeting's minutes. Seconded. All in favor, the motion passes.

Public Comment

- Anna Rigo of 9 Lime St expressed her interest in protecting her property and shared that she has concerns about traffic.

Reynolds Playground Project Update

- Shelly provided a brief overview:
 - We have had five community engagement meetings. The biggest pain points were parking, traffic, noise, and sustainability of the property.
 - On October 26, a subcommittee working group met to discuss schedules, timelines, and defining structures.
 - On November 1st, we started wetland delineations. This week we started surveying the field and dog park.
 - A noise study is tentatively scheduled for December 1st.
 - In mid- to late December the geotech studies and coring will begin.
- On November 9th, CHA provided high-level concepts, which were narrowed down to the two that were presented tonight: one natural turf, one synthetic turf. Mike Noonan, lead project manager for CHA: provided orientation of the site. The project is to install a synthetic field with a synthetic or natural-skinned infield, a hockey rink potentially with a canopy ("airnasium"), storage/utility buildings, and a future phase of support buildings.
 - **Concept 1:** natural-skinned infield moved away from the synthetic turf outfield to prevent mixing of materials. Ninety-degree parking and a drop-off area at the end.
 - **Concept 2:** synthetic turf infield, allowing for a smaller overall footprint of the field.
- Discussion of the benefits and drawbacks to natural vs. synthetic turf. The warranty on turf is typically around 8 years. One of the biggest problems of fast-wearing turf fields is lack of maintenance.
- Discussion of parking and utility access. The lot will be 90 degree parking. The turnaround is large enough for an ambulance.
- Discussion of drainage; underground chambers or a layer of gravel under the field which will hold water.
- Discussion of noise mitigation; should benches be moved? The thought was to direct the noise away from neighbors' property.

6:11 PM: Five minute break to break down equipment.

Castle Rock Update

- The pathway at Castle Rock is suspected to not be ADA compliant, partly due to the large rock in the path that is used to keep vehicles out. Rossana has reached out to the disabilities commission and community planning; she is meeting with Brendan tomorrow to explore grants that could help improve the pathway.

Fountain Park Update

- Before Fountain Park goes out to bid, we need a variance from the state for ADA. Rossana will reach out to him. Becky helped create a press release that explains the process of selling the memorial steps for the fundraiser.

Operations Manual Discussion

- Discussion on point-by-point items in the operating manual:
 - Hiring and performance review of the superintendent: Jaime talked to other departments to see how they approach hiring; the ultimate decision has been with the department head.
 - Budgeting: Shelly changed it to “project-based expenditures.” Karin would like to include Shattuck.
 - Program and service delivery: commission will review and approve fees. Discussion: new line for rentals and permits?
 - Public feedback and complaints: investigate and respond to all service concerns and complaints. Rossana recommended specifying within a certain timeframe (1 to 3 business days).
 - Budget: discussion about the scope of the budget/revolving fund.
 - Discussion about evaluation and the proper channels for evaluating employees.

Park Updates (Pete)

- Hamond Nature Center: Tomorrow Jaime and Pete are meeting with contractors to go over everything they've completed. They will inspect the site tomorrow.
- Stramski's: Pete put in requisition for the HVAC equipment at Stramski's.
- The crew is busy doing clean-ups. The pickleball parts will be cleaned tomorrow morning.
- Gatchell's: Hamm Electric will be coming back the Monday after Thanksgiving.
- We will request a new dump truck. The current truck is in rough shape; Highway has looked at it and said it isn't worth putting work into it. Discussion about potential models' benefits and drawbacks.

Recreation Update (Jaime)

- The Board of Health sign was voted on at their last commission meeting. Discussion: during the bidding process, we will inform them of the sign's contents.
 - Motion to approve the sign to be included in the bid package. Seconded. All in favor, the motion passes.
- The Parks, Facilities, and Permits Director position went out on Monday. We are posting on three sites.
- Jaime is working on a spreadsheet with past parking fee data.

- Discussion about budget and salaries.
- Seaside: Jaime spoke to Allison; the bid came back higher than expected. Allison said we could go back out to bid or award a bid. Shelly: when we were supplying most of the materials and did the bid, we said the company would be supplying them. It should go back out to bid and have the materials as an amendment.
- We have transitioned programs back into the building and will be getting ready for summer.

Correspondence

- Rials Christensen requests the use of Chandler Hovey Park for a wedding ceremony, with an estimated 100 attendees, to be held on Sunday, September 12th, 2026 from 1 to 4:30 PM.
 - Motion to accept pending fees and insurance. Seconded. The motion passes.
- Rich and Linda Phelan expressed interest in donating a flagpole to be installed, as well as to replace picnic tables with composite ADA compliant tables.
 - Discussion: Reynolds will eventually need a flagpole. The picnic tables at Chandler Hovey are in rough shape. We will put together an email to let them know.

The next meeting will be on Tuesday, December 2nd at 5:30 PM.

Meeting adjourned at 7:32 PM.

Minutes taken by Mary Herchenhahn