



CITY OF CHICOPEE

Department of Public Work

PARKS DIVISION

687 Front Street Chicopee, MA.

RECREATION OFFICE 413-594-3481 413-594-3486 (fax.)

Richard Maciolek
Acting Superintendent

Parks and Recreation Commission Meeting Minutes Thursday, March 13, 2018

- A. **Call meeting to order: 7:05pm made by Comm Ziembra.**
Attendance: Commissioners Fenton, Buxton, Montemagni, Bresnahan, Ziembra, Acting Parks Superintendent Maciolek, Parks General Foreman Tom Trznadel, and City Lawyer Jack Fitzgerald.
- B. **Motion for approval of meeting minutes for February 1, 2018 made by Comm. Fenton, Second by Comm. Montemagni. Approved.**
- C. **Public Input: Commission and City Lawyer Fitzgerald discussed the power of the Parks Commission. Jack to review authority for hiring the Parks Superintendent and report back to the Commission at the next meeting.**
- D. **Communications:**
1. Letter from Jeffrey Holmes, Cubmaster, Cub Scout Pack 138, requesting Ray Ash Park on June 23rd, for a community air rocket academy event. Motion to approve made by Comm. Buxton. Second by Comm. Bresnahan. Approved
 2. Letter from Stephanie Shaw, Director, Department of Veterans Services, providing notice of the 2018 Memorial Day Parade and contact information if there is interest in participating. No action for Commission. Acting Superintendent Maciolek to contact to ask if anything is needed from Parks Dept.
 3. Email from Alice Buckner Westover Job Corps requesting permission to buy and plant 1-3 trees in city parks with plaque commemorating Earth Day. Motion to approve made by Comm. Buxton. Second by Comm. Fenton contingent upon agreement with Parks Commission on location of plantings. Approved
 4. Email from Leslie Santiago from New Hope Church of God in Christ, requesting use of Ike Alpert Park on March 24, 2018, for Easter Eggstravaganza event. Motion to approve made by Comm. Fenton. Second by Comm. Bresnahan. Approved
 5. Letter from Inter Church League Commissioner, David Henry, requesting use of 3 softball diamonds at Szot or Rivers Park on Tuesdays for softball league. Letter also requested use of Szot on August 18 for State Championship and for playoff son August 2nd and 9th. Motion to approve made by Comm. Buxton. Second by Comm. Montemagni contingent upon availability. Approved
 6. Letter from Inter Church League Commissioner, David Henry, requesting use of Szot #1 on Thursday May 24th and June 21st. Motion to approve made by Comm. Buxton. Second by Comm. Fenton contingent upon availability. Approved
 7. Letter from Samantha Narvaez (Snarvian Productions) requesting use of Ike Alpert Park on March 29th to film a short video. Commission requested more information regarding video purpose and content.
 - a. Other Communications – None
- E. **Maintenance Report**

1. Inventory of the following items has been completed and need to be purchased for this upcoming spring seasons:
 - a) Lawn mower blades
 - b) Line marking chalk
 - c) Baseball field speedy dry
 - d) Infield diamond field mix
2. All fall soccer goal posts have been stripped and painted
3. Positions needed to be filled
 - a) (3) Laborers
 - b) Parks Superintendent
4. Continued park cleanup of all trash pickup & debris removal and maintenance work being performed daily.
5. Szot Park fence lines and pavilion areas are being cleaned of debris and trash and removal of leaves are being worked on as weather permits.
6. Baseball field grooming machines being sent to Turf Products for tune ups and repairs.
7. Meeting with Mountain View Landscaping this week for overview of basketball & tennis court condition. **Meeting pushed to next March 19th due to scheduling conflicts and pending weather. Mayor has appropriated \$300K for court repairs. Question raised regarding if there was any deadline to spend funds for repairs. Acting Parks Superintendent Maciolek responded that there was no deadline but would confirm.**

H. Old Business:

1. Need to set up appointment with AECOM architect firm to discuss Ray Ash Pool roof replacement / shower fixture replacements and pool back flow system installation. **Also, it was noted that there are gaps between sections of the pool floor where the caulking is missing and should be assessed.**
 - a) Still have \$219,899.86 remaining appropriated funds to spend on project.
2. Rivers Pool filtration repair or replacement
 - a) Scope of work by AECOM Architect firm cost estimate for replacement of \$150,000 to include total replacement of filtration system, piping and pressure testing of existing piping going to pool and deck repairs if necessary. **Commission inquired about the repair options and it appears not many good repair options exist. Commission recommended Acting Superintendent meet with the Mayor to review.**
3. Rrequest by Jalexis Bermudez discussing possible color run at Szot Park. **Request Denied.**
4. Other Old Business

I. New Business:

1. Recreation Reports
2. Fourth of July Celebration
 - a) Fireworks date June 30, 2018 rain date July 1, 2018
 - b) Suggested \$2,500.00 increase of bid contract to total \$17,500.00 for larger display. **Motion to approve additional \$2,500 made by Comm. Fenton. Second by Comm. Bresnahan. Approved. Recommendation made to request Police and Fire Departments to cover their own expenses.**
3. Lincoln Grove Community Garden meeting **scheduled for Wednesday, March 14th. Comm. Buxton to attend representing the Parks Commission.**
4. Facebook post by Mr. Tom Kielbania regarding event at Szot Park.
5. Annual Parks Clean-up to be tentative date Saturday May 5, 2018.

6. Requests for bids to replace new section of Parks Office building roof to be sent out this week. **Commission's recommendation to go out to bid for roof repairs by a professional roofing contractor. Motion to authorize Acting Parks Superintendent Maciolek pursue the recommendation made by Comm. Buxton. Second by Comm. Montemagni.**
7. Other New Business
 - a. **Comm. Montemagni requested confirmation of policy regarding field usage for non-Chicopee Parks & Rec league youth baseball and softball teams, including teams with mixed rosters of residents and non-residents. Fields usage is allowed pending availability after allocation to Chicopee Parks & Rec league teams.**
 - b. **Comm. Buxton noted that the Mayor's Office will be coordinating donations for this year's summer movie night in the park.**

J. Next Meeting: April 24, 2018, 7pm

K. Motion made to adjourn meeting at 8:16pm made by Comm. Buxton. Second by Comm. Bresnahan. Approved.

L. Documents presented at March 13th, 2018 Commission meeting:

- a. Parks Commission Meeting Minutes from meeting on February 1st, 2017
- b. Commission Report submitted by Recreation Supervisor Sean Carroll, dated 3/9/18
- c. Commission Report submitted by Recreation Supervisor Dan Woodill, dated 3/13/18
- d. Letter (dated 3/3/18) from Jeffrey Holmes, Cubmaster, Cub Scout Pack 138, requesting Ray Ash Park on June 23rd, for a community air-rocket academy event.
- e. Letter from Stephanie Shaw, Director, Department of Veterans Services, providing notice of the 2018 Memorial Day Parade and contact information if there is interest in participating.
- f. Email (dated 2/21/18) from Alice Buckner Westover Job Corps requesting permission to buy and plant 1-3 trees in city parks with plaque commemorating Earth Day.
- g. Email (dated 3/5/18) from Leslie Santiago from New Hope Church of God in Christ, requesting use of Ike Alpert Park on March 24, 2018, for Easter Eggstravaganza event.
- h. Letter (dated 3/2/18) from Inter Church League Commissioner, David Henry, requesting use of 3 softball diamonds at Szot or Rivers Park on Tuesdays for softball league.
- i. Letter (dated 3/7/18) from Inter Church League Commissioner, David Henry, requesting use of Szot #1 on Thursday May 24th and June 21st.
- j. Letter (dated 3/12/18) from Samantha Narvaez (Snarvian Productions) requesting use of Ike Alpert Park on March 29th to film a short video.
- k. Email (dated 2/14/18) from Acting Superintendent Maciolek to Jalexis Bermudez requesting more information regarding proposed color run in Szot Park.
- l. Email (date 2/22/18) from Comm. Buxton to Acting Superintendent Maciolek requesting addition to 3/14/18 meeting agenda (ref. new business item #4.)

Minutes Submitted by:

 4/24/18

Thomas Bresnahan
Commission Secretary

Date