



Regular Meeting of the Longmeadow Board of Park Commissioners  
Monday, January 13, 2020  
Greenwood Center- Meeting Room COA Wing  
Longmeadow, MA 01106

**Present:** Chair Rakas, Vice Chair Horowitz, Commissioner Berke, Commissioner Rintoul, Director Jarvis, Assistant Director Judd

- I. Public Participation-** David Marinelli, Tree Warden
- II. Approval of the December 2019 Meeting Minutes** - A motion was made by Vice Chair Horowitz to accept the December meeting minutes, seconded by Commissioner Rintoul. The motion was carried unanimously.
- III. Community Preservation Committee Update-** Commissioner Rintoul reviewed the FY21 (8) applications
- IV. Parks & Recreation Department Financials-** Director Jarvis let the Board reported that all is trending well. She also informed the Board that the salary and benefit payback will be in January and reflected in next month's financials.
- V. Old Business**
  - a. **Wolf Swamp Project-** Director Jarvis reported that the next meeting will be on January 28, 2020 to review concept designs
  - b. **Greenwood COA Construction-** Director Jarvis will continue to share the weekly report updates on the construction.
  - c. **Park Board Opening-** There are no applicants at this time.
  - d. **Open Space Plan-** Director Jarvis reported that the survey is being finalized and will be made public later this month.
  - e. **Conway School CPC project-** Director Jarvis informed the Board that the next step in the project will be a meeting in the spring.
  - f. **Adult Center/COA van structure:** Chair Rakas will send a reminder to Mary Beth Bergeron.
- VI. New Business**
  - a. **Capital/CPC projects-** There is nothing new to report at this time.
  - b. **Strategic Initiatives: November-** Tabled.
  - c. **Process for approval and oversight of volunteer efforts-** Director Jarvis is working on a draft to formalize this procedure and will present in February.
- VII. Announcements-** Next meeting of the Board of Park Commissioners will be on Tuesday, February 11, 2020 at 6pm in the Greenwood Center Council on Aging Meeting Room
- VIII. Adjournment-** A motion to adjourn was made by Commissioner Rintoul and seconded by Commissioner Berke.  
Meeting was adjourned at 7:15pm.

*Respectfully submitted,*  
*Cristina Judd, Recording Secretary*