



Regular Meeting of the Longmeadow Board of Park Commissioners
Tuesday, November 12, 2019
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-** There was no public participation.
- II. Approval of the October 8, 2019 Meeting Minutes and the Special Meeting of the Board of Park Commissioners September 25, 2019-** A motion was made by Chair Rakas to accept the September meeting minutes, seconded by Commissioner Berke. The motion was carried unanimously. A motion was made by Vice Chair Horowitz to accept the September meeting minutes from the special meeting of the Board of Park Commissioners, seconded by Chair Rakas. The motion was carried unanimously.
- III. Community Preservation Committee Update-** Commissioner Rintoul updated the group on the available CPC funding areas that will be coming up.
- IV. Parks & Recreation Department Financials-** Director Jarvis updated the Board on the department's financials. She informed the Board of the purchase of new field hockey goals as well as youth coach payments. She also reminded the Board that the half-year salary and benefits payback for the department will be in December 2019. Director Jarvis informed the Board that the Daycare enrollment is continuing to increase as we head into the winter with additional enrollments in the preschool program; the School Age program enrollment continues to be high, with some areas already full.
- V. Old Business**
 - a. **Wolf Swamp Project-** Director Jarvis informed the Board that there will be a stakeholder meeting on November 20, 2019. Consulting firm Milone and MacBroom will be present at the meeting.
 - b. **Greenwood COA Construction-** Director Jarvis reported that all is moving along as planned and she continues to receive the weekly report updates on the construction.
 - c. **Town Field Inventory-** Director Jarvis reported that the inventory was completed and a prioritized list was made with visuals of all the fields. The next step will be for the DPW Director to review and submit the financial component of what the cost will be for the renovations of the inventoried fields.
 - d. **Park Board Opening-** There is one applicant for the (1) opening at this time.
 - e. **Open Space Plan-** Director Jarvis reported that there will be a meeting held on November 25, 2019. Chair Rakas will attend the meeting as the Board's designee for the project.
 - f. **Stakeholder meeting for CPC Landscape Plan for Bliss and Laurel Parks-** There was discussion regarding obligations to share certain parks and recreation regular functions with interest groups. It was discussed that a discussion should take place to clarify the roles and responsibilities of the department, Park Board and interest groups. An invite will be sent for the January Park Board meeting.
- VI. New Business**
 - a. **James Russell tribute-** The Board discussed different options to pay tribute to Mr. Russell; they have decided to continue to take additional time to better explore some of the options they have been looking into.
 - b. **Strategic Initiatives: November-** A public survey, vision sessions and 5-7 year plan is needed for capital projects
 - c. **Adult Center van structure-** Chair Rakas will be sending an email to Mary Beth Bergeron regarding Board concerns over this proposal.
 - d.

- e. **FY21 capital and CPC projects-** Director Jarvis reported that the Glenbrook middle school irrigation repairs and the five baseball field renovations are the two capital projects the department has while the Williams Middle School well and irrigation is the targeted CPC project.

VII. Announcements- Next meeting of the Board of Park Commissioners will be on Monday December 9, 2019 at 6pm in the Greenwood Center Council on Aging Meeting Room

VIII. Adjournment- A motion to adjourn was made by Chair Rakas and seconded by Commissioner Rintoul. Meeting was adjourned at 7:45pm.

*Respectfully submitted,
Cristina Judd, Recording Secretary*

DRAFT