

**City of Greenfield  
Recreation Commission Monthly Meeting  
Thursday, March 11, 2021  
6pm**

**Attending (via Webex):**

Christy Moore, Heather Valenta, Myrt Jaquay, Jennifer Hoffman, Donna DuSell, and Barb Zaccheo

**6:04pm CALL TO ORDER**

**6:05pm REVIEW OF FEBRUARY 11, 2021 MEETING MINUTES**

- There was one typo of “Pan” that should be “Plan” on the second bullet point on page 1. Heather made a motion to approve meeting minutes with one typo and Myrt approved. Unanimous approval of meeting minutes.
- Holdover action items: 1) Christy will submit a license to re-open Remote Learning Program likely for fall 2021. 2) Christy will meet with DPW, police and fire for options for Energy Park. 3) Christy will continue to work on Open Space and Recreation Plan. 4) Christy will continue to work on Budget FY2022. 5) Donna and Christy will approach the Mayor about “Parks, Recreation, and Cultural Services” Department name in Charter and Code Review- how does it work with the current union contract for Park Division of DPW. 6) Christy confirm that Community Preservation Act money cannot be spent without Committee approval- awaiting approval of the appointments. 7) Dani has been in contact with the manager on Energy Park site and will schedule a meeting to discuss the need for a green room for concerts and the park property boundary. 8) Christy will reach out for support during public comment on the Skate Park- outreach will include Bryan Dolan, Rick Roy, Nancy Hazard, Caitlin VonSchmidt, and Susan Worgaftik.

**6:09pm PUBLIC INPUT/DISCUSSION**

- None

**6:10pm DIRECTOR’S REPORT**

**Recreation Department Staffing**

- Christy and Kelly are happy to announce that Loren started this week on Monday, March 8th. She is really excited and eager to jump right in. Her work quality on initial assignments have been high and her enthusiasm and creativity will be an asset to the Department. [Loren.Beale@greenfield-ma.gov](mailto:Loren.Beale@greenfield-ma.gov) is her email.

### **Vermont Systems Software Upgrades:**

- Last week, the Department received new credit card machines. The City will be working with VSI and IT to get them connected and up and running within the next week or so- it is very exciting! The new address for registration is:  
<https://reg.greenfieldrecreation.com>

### **Standard Operating Procedures:**

- The procedures manual is 99% complete and over 150 pages. This has been a yearlong endeavor for the department. Kelly has organized and compiled the document in an easy to use format. The department will see how effective the manual is as Loren uses it to navigate her new position.

### **Budget FY2022:**

- The Mayor is finalizing the budget and Christy has not heard any differently than what was reported last month. The Department will have 3 positions and the part time teen center position in the FY22 budget request. **When meetings are scheduled, Christy will let the Commission know.**

### **Capital Budget Update:**

- As featured in the headlines of The Recorder, the Mayor has presented the City Council with \$350K recommendation for skate park and \$50K for Beacon Parks upgrades (ADA water refill fountains and a bocce court). The PARC Grant applications have not been released yet. **March 16 is the first reading at Ways and Means for Capital Budget 5:30pm- please check the City website for webex link and join with your opinions on the Skate Park and \$50K for Beacon Parks.**

### **Attorney General Grant:**

- The Department has applied for a \$5K grant to hire lifeguards for the summer as part of the "Healthy Summer Youth Jobs Grant" offered by the Attorney General's office.

### **Urban Agenda Grant:**

- The Department is working with the Community Development Department which received a youth employment grant which will aid the Recreation Department to hire Facility Attendants for events and park rentals. Christy requested four staff and are not sure how many the Rec Department will be approved for.

### **AARP Grant:**

- The Department is continuing to work with DPW and Carole from the Energy Dept. to finalize layout for the top of Fiske Ave pocket park. Amenities will include the chess table, bench, and bike pump and repair station. The goal is to finish this spring by the end of May.

### **Teen Center**

- Christy has been working with the Sheriff's office to paint the Teen Center- most walls will be a light green color, benches and columns blue, and one wall off white for movie projection. The work is being conducted through the Jail Partnership this week. They have been working effectively to finish the dance hall room. It will be an excellent improvement for the teens when the Center can officially open!

### **Community Policing:**

- Christy met with Officer Laura Gordon about programs and events that we can collaborate on such as the Home Safety Program (for ages 9-11 years- discussion about best practices for tweens staying home alone). This had to be cancelled last year due to the pandemic. The Department is looking forward to working with her. She is eager for events, Officer Donut, and also bicycle safety programs.

### **6:20pm OLD BUSINESS**

#### **Open Space and Recreation Plan:**

- The update of the Plan is moving right along. The next meeting is March 22 and soon there will be tentative dates set for public comment. Christy will share the dates with the Commission when they are confirmed.

### **6:27pm NEW BUSINESS**

#### **Summer 2021 Updates:**

#### **Swim Area Hours:**

- The Department is preparing to return to normal hours for the season if staffing allows. Recreation Commission in support of regular hours as staffing allows. Donna offered to reach out to her former employer that works with occupational support for lifeguarding training and funds if needed. Christy will check with Deerfield Academy regarding lifeguard training.

#### **Summer Staffing:**

- The Department is currently recruiting summer staff for camp, lifeguards, gate, concessions, facility attendants, tennis, etc.

#### **COVID Safety Plans for Sports:**

- The Department has prepared these plans for Tee Ball, Co-Rec Adult Softball, Tennis, and Start Smart baseball. They will be submitted to the Board of Health for approval tomorrow.

#### **Extended Learning Time (ELT) Summer School:**

- The Department has submitted a proposal with Greenfield Middle School (GMS) for an ELT Program to offer 6 weeks (3 weeks in July and 3 weeks in August) of summer

programming after morning summer school session. The Department would be utilizing the Teen Center space and GMS field space. The Department is awaiting to hear grant results which would enable hiring to staff this program.

**Summer Camp:**

- The Department is still waiting on the latest guidance but planning to move forward at the swim area. Christy would be interested in conversations with the schools if the Department cannot offer at the Green River Swim Area due to emergency shelter space.

**Events –**

**Fireworks:**

- Christy contacted Atlas and they are willing to work with the City depending on State and City guidelines. On Monday, the Department will send out a Vendor letter with dates and a potential deadline for our decision of June 1<sup>st</sup>. There was discussion regarding the concern of hosting a large gathering where it'd be tough to enforce social distancing and masks, concern about raising \$18,000 in a very short period of time, the challenge of asking for sponsorships if the event is postponed to July 2022, and overall pandemic concerns. There will be more discussion next month when more is known about the status of the coronavirus.

**Movies in the Park:**

- Kelly is reviewing movie selections to finalize next week. The thinking is that this is the easiest and safest event we can bring back.

**Triathlon:**

- In February, Christy had just sent an email saying that the City could not hold the event and then with Governor Baker's announcement of Step 1 of Phase 4, Christy is starting to second guess this decision. The Department can only do this in Step 2 of Phase 4. There are the ongoing pandemic concerns of 350 tri participants. Secondly, this fundraiser brings in \$8,000 for the Recreation Department as the City budget only covers salaries and capital budget only funding for specific projects. Jennifer suggested trying a virtual Tri however at Winter Carnival, the virtual road race only brought in 20 people. Tri Training could easily be done with social distancing.

**Bike Rodeo:**

- Christy will follow up with Kiwanis to see if this event would be possible if there were scheduled time slots for each age group.

**Soap Box Derby fundraiser for the Friends of Greenfield Recreation:**

- Christy confirmed with Mik that this event could tentatively be scheduled for Saturday, Sept. 12 then Montague Saturday, September 19 then Bernardston on

Saturday, September 25. The Department will circle back to this mid-summer as fall approaches and what events will look like then.

**Greenfield After School Program (GRASP):**

- At this time, the Department will not be able to offer after school if the schools return this school year as the Department has no GRASP staff and needs to renew the licenses. There is also a need to finalize which spaces GRASP could use in the schools.

**Facility Rentals and Stage:**

- The Department has been receiving many inquiries to rent outdoor space- due to nicer weather and people eager to get outside with fresh air.

**Energy Park:**

- For now, there is no plan to host Sunday concerts due to the concerns about the pandemic and also the lack of a Green Room. Christy is in discussions with the Military Band, COOP Concerts and other groups for use. So far, there are no updates in regards to the property boundary issue. Dani in the Mayor's office has been in contact with the manager on site and the City will schedule a meeting to discuss soon.

**7:03pm Future Agenda Items**

- Christy invite new Rec Dept. employee Loren Beale to introduce herself to the Commission.
- Donna and Christy continue revival of Friends of Greenfield Recreation.
- Christy will approach the Mayor about the Energy Park property boundary.
- Donna agreed to research the screening of movies at the Greenfield Garden Cinema as a future fundraiser for the Friends.
- Christy will check if a port a potty could be rented for the Beacon Field movies.
- Christy reach out to local manufacturers for donations for the robotics program.

**Next Meeting Date:**

April 15<sup>th</sup> at 6pm

**Adjourn** – Motion made by: Heather; Seconded by: Myrt

All voted in favor to adjourn at 7:12pm.