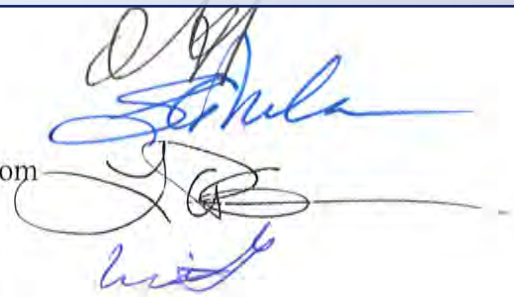


**RECEIVED**

By Town Clerk's Office at 8:53 am, Jun 27, 2023

DEPT. /BOARD: Recreation Commission  
DATE: May 30, 2023  
TIME: 6:00pm  
PLACE: Burlington Town Hall – Main Hearing Room



**Present:** Steve Nelson  
David Norden  
Lindsay Carlson, Elected Member  
Bill Gaffney, Planning Board Representative  
Brendan Egan, Parks and Recreation Director  
Kelly Lehman, Parks and Recreation Assistant Director

**Absent:** Jeremy Brooks, School Committee Representative

---

**Call to Order**  
**Pledge of Allegiance**

**Approval of Minutes – April 24 and May 8, 2023**

There were two sets of minutes to approve: April 24, 2023 and May 8, 2023.

A motion to approve the minutes from April 24, 2023 was made and seconded. No amendments were proposed.

Vote: 4-0-0

A motion to approve the minutes from May 8, 2023 was made and seconded. No amendments were proposed.

Vote: 4-0-0

**Public Participation**

There was no public participation outside of the agenda items.

A motion to take the new business item “Senior Fitness Classes” out of order was made by Mr. Gaffney and seconded by Mr. Norden.

Vote: 4-0-0

**New Business**

*Senior Fitness Classes*

Mr. Nelson invited public participation on the Senior Fitness Classes item. Several individuals expressed concerns about the availability of the gym and the times of the classes changing. Director Egan explained that sometimes classes will need to be shifted due to instructor availability but the Department tries to work around the senior class schedule. Ms. Lehman noted that the program staff works hard to allocate and utilize spaces as efficiently as possible, particularly in the summer months when programs are in high demand. Director Egan explained that they do their best to try to cause as little disruption as possible but it isn't always possible. Mr. Nelson invited members of

the Commission to ask questions. Ms. Lehman explained that scheduling is based on a number of factors including instructor availability and what space is required for certain programs and activities. She noted there are frequently accommodations made for other programs and the Department negotiates as much as possible before approaching the Council on Aging about changing class schedules. Ms. Lehman also explained that lack of space is a continuing issue for all programs and staff members are constantly working to figure out how best to accommodate everyone's needs. Director Egan noted that he will explore other options and work with the Council on Aging staff to try and reach a reasonable compromise.

### **Director of Parks & Recreation Report**

Brendan presented the following report:

#### *Wildwood Park Sunshade*

As part of the FY22 warrant request, the Department was approved for a shade structure to cover the large play structure at Wildwood. While working at that time on the sunshade project, the vendor noted that there was a 40% increase on the price of materials. Staff is working with the vendor again to identify a shade structure and obtain current pricing in hopes that it has come down. They are looking to move forward with the project and go out to bid later in the summer. The project would be undertaken in September, would be up for April through September, and go down for the winter.

#### *Simonds Park*

##### Pickleball Courts

The warrant article to swap the pickleball and street hockey courts was approved. Brendan has had conversations with vendors about current costs and they are favorable. The project will be moving forward later in the summer.

##### Basketball Court Project

The basketball court was painted a few weeks ago and is already in use. The Department is excited to have two more quality courts in town for people to play on and has gotten positive feedback from the public. Brendan thanks Town Meeting for approving that project.

##### EV Parking Spot

Eversource currently has a grant to cover the cost of infrastructure for EV charging stations. The Department is working with DPW to possibly locate a spot at Simonds Park. They will be meeting with representatives from Eversource and DPW in early June to identify a potential location.

#### *FY23 Pickup Truck*

The FY 23 capital requests were approved for a new F350 pickup truck and plow. The truck was a replacement for R1 which was rusting and had electrical issues. The new truck is in

service and Brendan thanks Central Maintenance for their help procuring the truck and getting it ready once it arrived.

#### *Community Theatre Group*

A few years back, the Department revised the agreement for the Community Theatre Group of Burlington, formerly the Burlington Players, to use the playhouse at Overlook Park. The agreement is for two years and can be renewed for one year before going back for a full review. The agreement expired during Covid but the Department is looking to renew for a two-year period. Brendan asked Town Counsel to go back and see if anything needs to be changed from when it was last revised in 2017. He hopes to bring the agreement to the Commission in June when it comes back from Town Counsel.

#### *Athletic Fields*

The Department has received positive feedback from Burlington Youth Baseball on the fields this spring. BBSA president Bryan Brothers shared their pleasure with the condition of the fields and said everything was ready when they needed it. He was thankful for their work, which Brendan shared with staff and the Department is thankful for their cooperation.

Burlington Youth Soccer is looking for some additional fields to use in the fall and spring seasons. The Department has set up two 9 v 9 fields and one 11 v 11 field at Mary Cummings Park. During conversations, BYSA expressed an interest in contributing to the field maintenance program. Brendan worked with the department's consultant at Tom Irwin, and developed a plan to add the fields at Mary Cummings to the program. The Department is going to work on overseeding and fertilizing so the fields stay healthy. BYSA has agreed to pick up the cost of that program for the year at about \$20,000. Brendan thanked BYSA for their collaboration.

#### *Mary Cummings Park – Temporary Lights*

During discussions with BYSA about the fields, they also expressed an interest in temporary lights at Mary Cummings for the fall when it begins to get dark earlier. This would allow them to have practices later than usual and utilize more fields. The lights would be similar to what is used for the tree lighting and would be towed in. They are not very high and would just illuminate the area until the end of the season when they are removed. If the Commission would like to proceed with this, it will also require approval from the City of Boston and Trustees of Reservations. In response to questions from the Commission members, Brendan said that BYSA would pay for the lights and they would be in place approximately from the end of September through the end of October. BYSA would not be using Marvin Field at this point. They would also be managing when the lights are turned on and off but the Commission could set time limits. Brendan intends to speak with the Trustees about this project.

#### *Maintenance*

Maintenance staff has been working on a number of seasonal items and continues to line and groom fields, empty trash, and cut athletic fields, parks, and town properties. They have started the process for opening the wading pool and just sent the water out for testing. The pool is scheduled to open June 17. They have also installed new soccer goals at Mary Cummings and Fox Hill. As more seasonal staff come on board, they have been able to get caught up on trimming and mowing around town. They have also installed the last communication board at Regan Park, repaired the kiosk at the dog park, and have begun prep for graduation at the high school.

#### *Metal Detecting*

There has been an increase in metal detecting on Town property. There have been individuals that have spent considerable amounts of time on the Town Common, Simonds Park, and Center School playing fields. Parks Superintendent Bill Baker has noted that the individuals replace the divots that are dug, but many times the dug up grass does not take, creating dead and dried out areas. Additionally, some of the divots get sucked up into the decks during mowing. There is no local bylaw prohibiting metal detecting on Town property. The primary law governing metal detecting in Massachusetts is the National Historic Preservation Act which forbids excavating any item suspected to be 100 years or older from state land. The Commission discussed a possible bylaw or Commission rule prohibiting metal detecting on recreation property.

#### **Assistant Director of Parks & Recreation Report**

Kelly presented the following report:

The Department received a grant from the Massachusetts Executive Office of Health and Human Services for therapeutic recreation programming in the amount of \$187,726. This money is dedicated to improving therapeutic recreation offerings as they currently exist and expanding on current offerings. Additionally, the Department has included money for developing a new program over the course of the grant cycle, which is two years. Emma has begun working on a timeline to make improvements. There is a general plan in place and the specifics are being worked out, and the staff is very excited.

Emma has an intern for the summer, Shosh Cohen. They go to Ithaca College, are majoring in therapeutic recreation and minoring in Deaf studies and dance. Shosh worked for the Department last summer as an Inclusion Support Aide. They are currently working with Emma doing intakes and assessments for summer so participants can be placed in appropriate settings. They will be working throughout the summer until the end of August. The staff is excited to have them on board.

#### **Chairman's Report**

Steve presented the following report:

Steve thanked Town Meeting for approving the budget at the May Town Meeting and for approving all of the warrant articles, including moving the pickleball court. He also mentioned that he saw a number of people enjoying the basketball courts and congratulated everyone involved in the project.

### **Subcommittee Report**

There were no subcommittee reports.

### **New Business**

#### *Commission Reorganization*

Brendan asked for nominations for chair. Steve nominated David and Bill seconded.

Vote: 4-0-0

David thanked the Commission and thanked Steve for his time serving as chair. He put a motion forward for vice chair and Lindsay nominated Steve Nelson. Bill seconded.

Vote: 4-0-0

Steve thanked Brendan and Kelly for helping him throughout the course of the year and doing a great job with agendas and organizing meetings. He welcomed David as Chairman.

#### *Subcommittee Assignments*

The new subcommittee assignments are as follows:

- Youth Sports (formerly BBSA) – David Norden
- Burlington Area Chamber of Commerce – Brendan Egan
- Community Preservation Act – Bill Gaffney
- Dog Park – Lindsay Carlson
- Human Service Center – Steve Nelson
- Field Maintenance (formerly Maintenance Building Facility) – David Norden
- Recreation Master Plan – Steve Nelson
- Open Space and Recreation – Bill Gaffney
- Overlook Park Development and Improvements – Lindsay Carlson and Steve Nelson
- Planning Board – Bill Gaffney
- State Parks – David Norden
- School Committee – Jeremy Books
- Sculpture Park – Lindsay Carlson
- Simonds Park (Playground & Trust) – Steve Nelson

#### *Public Participation – Discussion & 1st Reading*

This item was postponed until the next meeting.

### **Old Business**

There was no old business to discuss.

**Executive Session**

There was no executive session.

**Agenda for Next Meeting**

The next meeting was scheduled for Monday, June 26 in the School Committee Room with a backup day of June 22.

**Adjourn**

A motion to adjourn was made and seconded.

Vote: 4-0-0

MEETING ADJOURNED, 7:30pm.