



## **Greenfield Recreation Commission**

20 Sanderson Street City Offices/ Greenfield Community Youth Center

March 20, 2025 - 6:00 PM Meeting Minutes –FINAL

### **Committee Members Present:**

- ☒ Donna DuSell, Chair
- ☒ Barbara Nichols Zaccheo, Secretary
- ☒ Danica Hochstetler, Member
- ☒ Myrt Jaquay, Member
- ☐ Mary Phillips, Member (Arrived 6:16pm)
- ☒ Daniel Piasecki, Alternate
- ☒ Heather Valenta, Alternate
- ☒ Christy Moore, Recreation Director, Ex-Officio

### **Others Present:**

- ☒ Nancy Hazard
- ☐ n/a
- ☐ n/a
- ☐ n/a
- ☐ n/a
- ☐ n/a
- ☐ n/a

### **6:02 pm Chairperson's Statement:**

- The Recreation Commission is not recording this meeting. If any other persons present are recording the meeting, you must notify the Chairperson at this time.

### **6:05pm Public Comment**

- Christy will investigate if the path from Spring Terrace to Maple Street is City property. As Barb called DPW about a person cutting down trees near the "unofficial bicycle jumping area" and was told this is all private property.
- Christy reported the Fire Chief contacted her about a fire in Highland Park by bear's den yesterday. It was extinguished quickly.

### **6:06pm Approval of January 16, 2025 Meeting Minutes**

- Minutes will be approved next month

### **6:08pm Director's Report**

#### **Parks, Programs and Events:**

#### **Spring and Summer Brochure:**

- Registration has now opened for some spring programs and forthcoming for camps, etc.

#### **Rec Room**

- Season three started on Monday, March 17, 2025 with 35 enrolled.

#### **Rec the Night**

- The next event is a Music and Dance party and the date is next Friday, March 28, 2025.

#### **Tee Ball**

- There are 11 enrolled.

#### **Buddy Baseball**

- There are 2 enrolled so far.

### **Start Smart**

- There is one enrolled so far.

### **Buddy Basketball**

- This program has about 10-12 participants and 3-4 coaches.

### **Mutts and Mayhem**

- This event has 10 registered with 5 small dogs and 5 large dogs.

### **Triathlon**

- So far, this event has a total of 7 registered with 5 in sprint division and 2 in international division.

### **Office and Grant Updates:**

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- Customer service calls and in person registrations are picking up with spring on the horizon.
- The Department is now behind on the RecTrac and WebTrac Software Project.
- If approved by City Council, Christy will move forward with the Hillside Park Stem-Panel project as it was approved by the Community Preservation Committee. Pickleball was not in the Capital Budget so there is no match for PARC grant so Community Preservation Committee suggested that the project come back next year.
- Budget Fiscal Year 2026 currently has 4 staff and very little operational expenses.

### **6:18 pm Old Business**

#### **Fireworks Celebration Fundraisers:**

- D'Angelo's – Christy shared the flyer and Commissioners are invited to bring participants to the March 21<sup>st</sup> 11am-8pm event. 20% proceeds from orders are funds raised for the fireworks.
- APRIL – Mini Golf – Rose and Russ will be the organizers again this year on April 4-5<sup>th</sup>. Christy reviewed the mini hole sponsorships and needs 3 more including a \$500 first hole sponsor. Donna is trying for \$500 from Parody and Danica shared he's a sponsor at Cornhole. Dan will reach out to Greenfield Garden Cinema to sponsor a hole for \$500. WTE will sponsor for \$250. Dan said that Marshall will sponsor for \$250. Christy will investigate a morning spot on radio to promote this fundraiser. Christy shared a flyer to promote this event.
- MAY – Cornhole Tournament – May 3<sup>rd</sup>. Licensing approved the event and both beer licenses. Danica and Christy discuss with Licensing about opening up the tournament to children. Danica will test the wifi at the site and measure for 27 feet. Christy ask Cyndi at Greenfield Glass and also a Ja'Duke for sponsorship- there are two holes left. Myrt ask at Ray's motorcycle store near Four Phantoms for a sponsorship. Christy send an email to Olive Street Development as they missed the Winter Carnival sponsorship opportunity. Mary is working on the

raffle. Christy will investigate a morning spot on radio to promote this fundraiser. Christy shared a flyer to promote the event.

- JUNE –Trivia Night at the Elks Club at 5:30pm on June 26<sup>th</sup>. Commissioners are asked to mark their calendars to serve as volunteers. Donna & Heather are working on an update on serving a meal. Christy shared a flyer to promote the event.

#### **North Severance Street Park:**

- Bids were over budget and the project is on hold. There is no budget either to board up the windows nor anything else at this time. Christy reach out to the baseball league about next steps.

#### **Community Preservation Committee Update:**

- Donna provided a short update about the final votes at the Community Preservation final vote for this fiscal year.

#### **6:55pm New Business:**

##### **Highland Park and Poet's Seat Tower Invasive Removal Project**

- Greening Greenfield's Nancy Hazard provided a project update about her work with volunteers to remove invasive plants from Highland Park. There is a strong tie of native plants to birds-nutrition to migrate and feed their babies. Invasive species offer less nutrition to the birds.
- Nancy and her crew are working on removal of burning bush (easy to see in the Fall and can scatter the trimmings as they don't re-seed, spread by bird feces when they eat burning bush berries), barberry, black jet bead (newly found), trillium, bittersweet, buckthorn, etc.
- Removal of invasive species allows for more wildflowers at Poet's Seat along the road and near the tower.
- Volunteers are sought for the first three Saturdays in May for tree and bush planting at the former Wedgewood trailer park.
- Nancy and the other volunteers will continue to work in Highland Park and Poet's Seat Tower (10-12 volunteers on Sunday afternoons and 20-30 on the volunteer list).
- Christy and the Commission offered their gratitude for Nancy and her volunteers for all their work in Highland Park and Poet's Seat Tower.

#### **Review of City Codes in Relation to Parks and Recreation**

- Chapter 173: Recreation Commission- Heather made a motion to accept this Chapter edit and remove the highlighted sentences in 173.2, Danica seconded and all voted in favor.
- Chapter 322: Parks and Recreation Facilities- Heather made a motion to accept

this Chapter edit, Myrt seconded and all voted in favor.

- Chapter 209: Alcoholic Beverages- Heather made a motion to accept this Chapter edit, Myrt seconded and all voted in favor.
- Chapter 213: Animals; Chapter 235: Curfew; Chapter 346: Public Lands; Chapter 364: Smoking; and Chapter 550-3: Planning Board Review of applications- - Heather made a motion to accept these Chapter edits, Dan seconded and all voted in favor.

#### **Discussion of Future Agenda Items**

- Trail Advisory Committee
- **Next Meeting Date:** April 10, 2025
- Sept. 18<sup>th</sup> conflicts with Mayor walk and so the Recreation Commission is moved to September 25<sup>th</sup>.

**7:50 pm Adjourn** – Motion made by: Dan

Seconded by: Myrt

## **Chapter 173. Recreation Commission**

### **§ 173-1. Establishment**

The Recreation Commission was established by the City of Greenfield 10-16-1985 and approved by AG 2-20-1986 (Ch. 34, Art. V, of the 2002 Bylaws).

### **§ 173-2. Appointment; Terms of Office**

There shall be a Board of Recreation Commissioners consisting of five members and two alternates appointed by the Mayor and approved by the City Council, serving staggered three-year terms. The members of the Commission must be residents of Greenfield and shall serve without compensation.

The Commission shall elect one member to act as chair and one member to act as clerk annually in the month of July. In the event that a permanent member is absent or unable to act for any reason, the chair shall designate and alternate member to act.

Any vacancy of a member of the Recreation Commission shall be filled by the appointment of the Mayor.

### **§ 173-3. Powers and Duties**

The Recreation Commission shall advise the Mayor, City Council, and Recreation Director in relation to matters pertaining to sports, recreation, parks, playgrounds, open space, and preservation of scenic beauty. The Commission shall be the policy-making body and shall establish policies to preserve and enhance access to parks, recreation, and cultural opportunities for Greenfield citizens. The Commission shall render decisions concerning parks, recreation, and cultural programs and the use of the lands under its jurisdiction in accordance with the written guidelines and policies. As provided by statute (MGL c. 45), the Commission shall exercise the powers and duties contained therein as to parks, playgrounds, and public domains.

The Commission, subject to the City rules and regulations, shall have the power to employ persons, including but not limited to the Recreation Director for the City of Greenfield, who are properly qualified in experience and education in recreation to direct or work in said programs. The salaries of personnel shall be within the framework of the City's collective bargaining

agreements. The Commission shall approve the annual City and Capital budget requests as prepared by the Recreation Director.

**§ 173-5. Annual report.**

The Commission members shall be requested to make an annual inspection of recreation functions and to bring the report before the Mayor.

**§ 173-6. Master plan.**

The Recreation Commission shall develop a continuing "master plan" involving the review of current and proposed development of new recreation areas and programs which will be of interest to the citizens of Greenfield. This long-range plan should include recommended land takings and a priority listing. The Commission should seek out federal and state funds whenever it feels that the City qualifies for such.

## **Chapter 322. Parks and Recreation Facilities**

### **Article I. Use of Greenfield Parks, Recreation, and Open Space**

(Remove Conservation Land from this section and create a new chapter specifically for Conservation Areas as many rules are different and they are overseen by different departments/commissions.)

#### **§ 322-1. Park and Playground Rules and Regulations**

Any person who enters any park, trail, or recreational facility that is owned by the city shall comply with all applicable city regulations and posted signs.

Please note, additional rules and regulations apply to specific parks and recreational facilities including the Green River Swim Area, Green River Paws Park, Hillside Park Splash Pad, Energy Park, and others.

1. Parks are open dawn to dusk unless otherwise posted. For the purposes of these rules and regulations, dawn begins one-half (1/2) hour before sunrise and dusk ends one-half (1/2) hour after sunset.
2. School playgrounds and fields are closed to the general public during school hours.
3. Vehicles must remain on park roads and in designated parking areas. Any unauthorized motor vehicle in any park or playground between dusk and dawn shall be towed at the owner's expense.
4. Alcoholic beverages are not permitted in any park unless permitted by the Licensing Commission.
5. No glass containers allowed.
6. Please remove all trash or deposit in a trash receptacle. No household or commercial trash allowed.
7. No person shall willfully mark, deface, disfigure, injure, tamper with, or displace or remove property including, but not limited to benches, picnic tables, playgrounds, fences, buildings, monuments, signs, water lines, utilities, etc.
8. Parks are sanctuaries. No hunting, trapping, or removal /alteration/ destruction/ excavation of natural resources such as rocks, plants, shrubs, trees, and flowers.
9. No posting or displaying signs, placards, and any other advertising devices. Sales and solicitation is also prohibited.
10. Open fires are not allowed. Fires are limited to charcoal grills available for use in some parks. Please be sure to properly extinguish charcoal and fire. Do not place hot coals in trash receptacles. In times of dry weather, a total ban may be put into place.
11. Camping is not permitted. Permission for overnight camping may be granted to adults or groups having an adult leader present at all times and requires written permission

from the Recreation Department. All persons camping must notify the Chief of Police of both the exact dates of occupancy and the identity of all persons present.

12. Food sales and distribution are prohibited except by permit issued by the Recreation Department and Health Department.
13. Any organization using the park that charges a fee for participation in their activity or league by participants must receive a permit.
14. Dogs are only allowed in parks if they are on a leash (with the exception of the Paws Park). Dogs are not allowed on play areas, playfields, tennis courts, or any structure. Owners are responsible for the removal of dog waste.
15. Loud noise or other disturbance of the peace is not permitted.
16. Bounce houses and other inflatable structures used for recreational purposes are not allowed.
17. Drone use is prohibited in all parks unless in the service of official city or parks staff or with written consent of the Recreation Director.
18. Avoid unnecessary engine idling. If your vehicle is going to be sitting for more than 5 minutes, shut off the engine.
19. No smoking in public parks (pending chapter 364 smoking changes)

### **§ 322-2. Park, Trail, and Recreational Facility Closings**

When necessary for the protection of the public interest, health, welfare, or safety, the Recreation Director or designee shall have the authority to close from public access any city park/trail/facility or portion thereof on a temporary or permanent basis. No person shall enter or remain in areas posted as closed.

### **§ 322-3. Violations and penalties**

Violations of these regulations shall be punished by fines of \$100 for a first offense, \$200 for a second offense, and \$300 for a third or subsequent offense.

### **§ 322-4. Amendments**

These regulations may be changed by the Recreation Commission.



## **Article II. Facility Use**

### **§ 322-4. Facility Use Requests**

All customers who wish to rent a park facility must complete the Facility Use Request Form and submit to the Recreation Department a minimum of two weeks prior to the rental date. Special event applications must submit paperwork no later than 90 days before their event. Requests are accepted beginning January 1<sup>st</sup> of the Calendar year and are on a first come first serve basis.

#### **Steps in the process:**

1. Submit a completed *Facility Use Request Form* with page 2 *Facility Reservation Policies Agreement* signed to the Greenfield Recreation Department. The form is available online or at the Recreation Department.
2. After processing the application, the Recreation office will email a confirmation with a price quote. The \$50 damage deposit is due with the application.
3. All rental fees are due 30 days prior to the scheduled event. For events booked within 30 days, the entire rental balance plus damage deposit will be due immediately. (Reservations are subject to cancellation if payment and paperwork are not received on time).
4. Cancellation Policy
  - A. Cancellations: All requests to cancel a reservation must be made in writing. Cancellation requests received 7 or less days from the reservation date will not be refunded.
  - B. Inclement Weather: Facilities are rented “rain or shine”. Please be aware that the rental fee will not be refunded in the event of inclement weather. Under extreme weather circumstances, the department, at its discretion, may allow a reschedule dependent on availability or may provide a refund.

### **§ 322-5. Liability**

The user assumes full responsibility for any damages to City of Greenfield property and/or equipment that occur as a result of the requested use. Furthermore, the user understands that the City of Greenfield, its staff, and members of the Recreation Department, will not be held liable for any injury or damage which may occur to the user, their guests, and/or members of the organization named in the application and/or property during the requested use of the property.

Sport groups, businesses, and organizations not sponsored by the Recreation Department must provide a Certificate of Insurance, naming the City of Greenfield, its agents, servants and employees as additional insured, evidencing the following: Certificate of general liability insurance with per occurrence and aggregate limits of not less than \$1,000,000. Liquor liability \$1,000,000 Occurrence/ \$3,000,000 Aggregate.

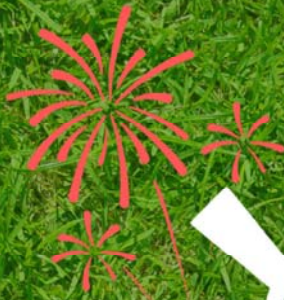
#### **§ 322-6. Revocation of Permit**

A permit may be revoked at any time by the Director of Recreation, Mayor, or members of the City of Greenfield Police Department for violation of the above or any other park, city, or state ordinance.

## **Changes to various chapters of the city code:**

- **Chapter 209-Alcoholic Beverages**
  - Under 209-1, Town Controlled property: after “unless a license for such an activity is issued by the Board of License Commissioners “ add “and approved by appropriate Department, Commission, or Board.”
- **Chapter 235- Curfew**
  - Under 235-3, Definitions: add Guardian to Parent definition.
- **Chapter 346- Public Lands**
  - Under 346-2, Hours of Operation: update so that it is consistent with park rules
- **Chapter 364- Smoking**
  - Under 364-2, Definitions and 364-3, Prohibited Conduct: Change reference from Greenfield Swimming Pool to Green River Swim Area
  - Under 364-2, and 364-6, Definitions (Smoking): add Vape Pens
  - Under 364-3, Prohibited Conduct: Propose a change from existing park section to “No Smoking in Public Parks”
  - Under 364-5 and 364-9, Violations and penalties: Recreation Commission suggests changing violations to \$100 first offense, \$200 second offense, \$300 third offense to be consistent with the violations and penalties outlined in Chapter 322- Parks and Recreation Facilities. Additionally, the commission suggests reviewing all violations and penalties sections throughout the code for consistency.
- **Chapter 550- Planning Board**
  - Under 550-3, Review of applications: add the Recreation Department/ Commission after “Inspector of Buildings” as supported by Chapter 244 Development Review Sections 244-3 (4)(a), 244-3 (4)(e), 244-4 (D)(3), and 244-4 (D)(4).
- **Chapter 213- Animals**
  - Under 213-9 (3)(b): Change to “All dogs must be on leash in all parks unless they are in a designated enclosed dog space”





# INDOOR MINI GOLF

*Fireworks Fundraiser*

**4TH-5TH APRIL  
2025**

**AT 20 SANDERSON STREET**

*Come Play Today*

**FRIDAY, APRIL 4TH**

**5:30PM- LAST ENTRY 8:45PM**

**SATURDAY, APRIL 5TH**

**10:00AM- LAST ENTRY 3:45PM**

**FOOD TRUCK  
ON SITE**



**FUN FOR THE  
ENTIRE FAMILY**



**\$5 PER PERSON  
UNDER THREE= FREE**



Want more information? Contact the Greenfield Recreation Department  
[www.greenfieldrecreation.com](http://www.greenfieldrecreation.com) 413-772-1553 [recreation@greenfield-ma.gov](mailto:recreation@greenfield-ma.gov)



# GREENFIELD RECREATION FIREWORKS FUNDRAISER



# CORNHOLE TOURNAMENT

**SATURDAY, MAY 3RD @ 3PM**

**LOCATED AT GREENFIELD COURT SQUARE**  
**LIVE DJ + FOOD TRUCKS + ALCOHOL + RAFFLES + KIDS ACTIVITIES**

**ENTRY FEE: \$50 PER TEAM**

**ALL SKILL LEVELS WELCOME | MUST BE 18 TO PLAY**

**PRIZES FOR 1ST & 2ND PLACE IN BOTH DIVISIONS OF DOUBLE ELIM BRACKETS**  
**SCAN QR CODE FOR UPDATED TOURNAMENT FORMAT & DETAILS**  
**AND REGISTER YOUR TEAM TODAY**  
**RAIN DATE: MAY 4TH**





# FIREWORKS FUNDRAISER



## TRIVIA NIGHT



### TRIPLE TRIVIA

MUSIC - MOVIES - MOTORING

# JUNE 26 - 5:30 PM



GREENFIELD ELKS LODGE  
3 CHURCH STREET

**\$20 PER PERSON - 6 MAX TEAM**  
**FOOD - DRINKS - FUN - CASH PRIZE**

