

## **Recreation Commission Meeting**

20 Sanderson Street City Offices and Greenfield Community Youth Center

April 14, 2024 6pm

Attending: Donna DuSell, Myrtron Jaquay, Heather Valenta, Danica Hochstetler, and Christy Moore.

### **6:05pm MEETING COMMENCEMENT**

### **6:05pm REVIEW OF MEETING MINUTES**

- None

### **6:05pm PUBLIC INPUT**

- None

### **PROGRAM AND OFFICE UPDATES:**

#### **GRASP:**

On April 8<sup>th</sup> the EEC Licenser, Allison Tassinari visited each site. Four Corners and Federal Street had zero non-compliance issues. The licenser made a few recommendations that will be incorporated going forward such as keeping a record of all foods offered on a weekly calendar and keeping them on file for a year along with alternating evacuation routes when conducting evacuation drills.

Federal Street has added two new students and Four Corners has added one new student. Federal Street is now full two days of week with 28 students.

Staffing has been a struggle with absences but Shayla has been wonderful covering as often as needed.

#### **REC ROOM:**

Ben has 25 enrolled for the spring semester.

#### **Summer Camp:**

Registration opened last week with a steady stream of forms being delivered daily. Currently there is space in every camp with sizzlers having the highest enrollment.

#### **5<sup>th</sup> and 6<sup>th</sup> Grade Drop In Basketball:**

Basketball started this week with 15 students and more girls this year!

#### **Co Rec Softball:**

There are 10 teams in the league with practices starting this week.

**Rec the Night:**

April 12<sup>th</sup> is Hide and Seek and Laser Tag. Shayla has 16 registered for this program.

**Buddy Baseball:**

Sponsorship is coming in along with enrollment. There are 4 registered so far.

**Start Smart Baseball:**

There are 10 registered and Shayla is still looking for an instructor.

**Tee Ball:**

So far 21 registered with Shayla seeking coaches already.

**Office:**

Ben and Shayla have been amazing helping to manage the added work volume in Kelly's absence. It has been very challenging to fit everything in but we are all doing our best.

**Spring and Summer Brochure:**

Brochures are out and the department could use help distributing them throughout the City; such as places with waiting rooms, restaurants, bank lobbies, etc. Recreation Commissioners asked to help with distribution.

**Trail Council/Advisory Committee:**

Christy gathered some samples and continues to research the topic. A future meeting topic to further discuss this concept. Should this be a sub-committee of ours, a new committee, etc? Should this be with conservation committee?

**6:17 pm Old Business:****FY25 Budget:**

Christy shared proposed increase in budget for FY25. Did not receive everything she requested but did have an increase in our operating budget. The Mayor's budget included about ½ of what we asked for, for operating budget to help with the pool staffing. Overall the Recreation Dept budget had 14% increase. Christy is waiting for schedule to present to Ways and Means for operating budget. Christy is scheduled next Tuesday, April 16<sup>th</sup> for capital Ways and Means. If anyone would like to attend to support the Poet Seat Tower sandblasting that would be great. Donna will contact the mayor to keep up to date with funds for refugees.

**North Severance Street Park**

Eric Twarog, City Planner had received a higher cost estimate for the Hazmat assessment so we needed to request \$4,000 more for the project. Christy emailed a final cost estimate to the Mayor and Finance Director for \$44,000 to include evaluation of hazardous materials, demolition and a small amount for contingency. It was approved and financial order is moving forward. Eric is leading with the Hazmat Company and will

prepare the scope of work for demolition estimates. The Commission and Christy still need to work on the lease agreement. Christy is unsure of a timeline at this point. Christy will notify the baseball league once she has a final plan. Donna will look into old leases.

Budget Breakdown is:

Demo: \$34,400

Evaluation: \$6,360 (\$3,860 more)

Contingency: \$3,240 (\$140 more)

Total: \$44,000 (\$4,000 more for entire project)

### **Community Preservation Committee (CPC) Projects**

Committee held a meeting on March 28<sup>th</sup> for the final vote for recommendations to the City Council. There were several citizens present at the meeting who spoke on behalf of the Hillside Park Improvements. Christy was happy to share that the CPC voted to support the Magee Bike Racks for \$3,900, fully funding Hillside Park Improvements with \$125,000, and Trail Wayfinding for \$25,650. They also funded Historic and Housing Projects as well.

Donna was pleased to report they really look at how different categories are funded. Recreation was the highest funded this year and last year over historic and housing. We are hopeful recreation can remain the highest. Getting the public involved is important for the decision makers.

### **Project Updates:**

#### **Construction of Bocce Courts BID:**

The City has awarded the project to Clark and Sons, Inc for \$112,100 to include add alternate for the additional parking and small section of sidewalk. This is in hopes of a permanent seasonal bathroom to be added to the site if funding was available.

The Mayor is signing contracts today and tomorrow Christy will meet with Tanner Clark and his Foreman. They anticipate to mobilize next week and complete the project in 3-4 weeks. Tomorrow morning we have a site visit to answer any questions and officially start the project!

**Rocky Mountain Trail Wayfinding Project** – Ryan from the FRCOG is almost finished with the GPS mapping of the trails. There are a lot of trails and many that the public has created. We may need to make some hard decisions on what we want to mark, what we want to eliminate use of, how to label the trails (ski trail colors, black hard, green easy, blue intermediate), determine what can be used on the trails (hiking, biking, etc).

We are also hoping to educate the public on what leave no trace actually means ie; not walking around mud which widens the path. Users should walk right through it.

### **Trail Improvement Project**

Christy has started to review the permitting applications and process. Much of the questions are not something Christy is an expert in. She is doing her best to navigate this process. One of the requirements is to indicate the square footage of all the work areas. So Christy and Shayla photographed and measured the area that needs maintenance.

**GHS Track** – Christy still needs to meet with Ian. Then Christy will be meeting this month to review the layout and schedule the work with GHS and DPW.

**Site Amenities** – Order is in for two ping-pong tables, foosball, and two cornhole sets. Waiting on logo proofs to finalize the order.

**Pickleball** – Christy and Shayla met with Jeff Squire from Berkshire Design this morning. He has finished the survey, is scheduling the test pits and shared a few thoughts about the layout. Christy asked him for an official survey to determine where the monuments are to confirm our property boundaries. He has a new lighting company who specializes in pickleball courts, so Christy asked him to get specs and potential costs although she is not certain this will happen but it is good to have a number.

The anticipated schedule will be to review concepts internally with the City and then hold a public meeting sometime next month. Then he will finalize design, costs, prepare bid specs, etc.

It was noted that part of the City's property had been paved by the new owners of the Center School Property. There should have been more communication on this. It does meet the existing drive around the park but it should be looked into it further.

Tomorrow morning Christy is meeting with two pickleball constituents to strategize about fundraising and to provide an update on the project.

**Other Update:** Hillside basketball court is schedule to be paved on May 2<sup>nd</sup>.

### **7:02 pm New Business:**

#### **Summer 2024 Events and Programs**

Staffing – Christy has started to schedule interviews for summer positions. Department still desperately need guards and a tennis instructor. Need 7-9 more lifeguards.

#### **Fireworks Fundraising Updates:**

#### **Mini Golf April 5<sup>th</sup> and 6<sup>th</sup>**

Thank you all for your help this past weekend. It was very well received and people were still talking about it this week.

Sponsors	\$5,250 (\$250 still coming)
Entry	\$817
Fee:	\$2,695
Revenue	\$3,372

The Commission were all very pleased with the event and thought it was a huge success. It was agreed for Christy to reach out to the company and lock in 2025.

#### **Cornhole May 4<sup>th</sup>** - at Court Square.

Licensing approved everything for the event last month. Recently found out that the Court Square will not be paved until the fall due to Berkshire Gas work in the area. Danica provided an update with sponsors, raffles and registrations. She is working on sponsor logos for the poster. She felt the signs were too small from last year and is trying to figure out a better way to showcase sponsors. Possibly do it next year at Beacon so we can fit regulation size? Danica asked Commissioners' to help with more donations for raffle prizes. Donna will provide gift card donations. We need more sign ups. Commissioners were asked to push social media more. Christy will work with the Mayor's Office for a press release and more social media posts.

#### **Mutts and Mayhem**

Sponsorship so far is \$1100 (Greenfield Cooperative Bank came in today for \$250) and one vendor for a total of \$880 so far. To date we have 20 registered with 15 large and 5 small dog. Heather said she is in good shape and will be in touch with Christy on any event needs.

#### **Triathlon**

Registration is live with 46 so far. The tri committee is working on special promotional gear for the 40 year anniversary.

#### **Juneteenth & Reggae**

Christy is continues to help Mpress on Juneteenth planning as well as the Reggae Fest. The Cultural District just awarded her \$1,500 for the Reggae fest.

#### **Swim Area and Park Clean Up**

Christy and staff will be heading to the pool sometime week to begin the cleaning process. Christy will ask the Jail work crew for help. Playground Inspections and park walk through need to be completed for potential work orders. At the pool, we will need sand, wood chips, stone dust, etc from the flood.

### **Naming A Munical facility**

The athletic Director met with the Mayor and Christy to discuss the process and possibility of naming two facilities in honor and memory of two prominent coaching figures at GHS.

Tom has been a baseball coach for several decades and has dedicated countless hours to the field and program.

Baseball Diamond would be Tom Suchanek Diamond at Veterans Field

Donna was a high school PE teacher, coach, athletic director and GHS Principal. The field behind the High School would be Donna Woodcock Field.

As Veterans Field is deeded to Parks and Recreation, the department and Recreation Commission will need to vote on the support of the baseball diamond.

As the High School is City property, a vote of support would be appreciated so we can submit to the Mayor, then City Council.

Donna makes the motion to Name the diamond at Veterans Field "The Tom Suchanek Diamond"; Dan seconded. Dan, Myrt, Danica, Donna, and Heather all voted in favor; so motion carried.

Donna makes the motion to Name the field behind the high school "Donna Woodcock Field"; Danica seconded. Dan, Myrt, Danica, Donna, and Heather all voted in favor; so motion carried.

Christy and Donna will submit letters of support for the field naming.

### **Poet Seat Tower**

Discussion has resurfaced about cameras. Christy simply wanting to keep the Commission in the loop on this.

### **7:46pm Future Agenda Items**

None

**Next Meeting Date:** May 16 at 6pm

**Adjourn** 7:48pm– Motion made by: Dan                      Seconded by: Myrt

# City of Greenfield



## NEXT YEAR BUDGET LEVELS REPORT

PROJECTION: 20251 FY25 General Fund Operating

FOR PERIOD 99

General Fund	2023 REVISED BUD	2024 REVISED BUD	2025 DEPARTMENT	2025 FINANCE	2025 MAYOR	2025 COUNCIL
530 Recreation Department						
51 wages						
01006300 5111 Perm Sal w	205,070.00	243,015.00	295,079.00	250,127.00	.00	.00
01006300 5122 Temp wages		.00	15,000.00	7,500.00	.00	.00
01006300 5129 Longevity	1,658.00	2,300.00	1,976.00	1,976.00	.00	.00
<b>TOTAL Wages</b>	<b>206,728.00</b>	<b>245,315.00</b>	<b>312,055.00</b>	<b>259,603.00</b>	<b>.00</b>	<b>.00</b>
52 Ordinary Expenses						
01006300 5200 Purchserv	.00	4,600.00	9,100.00	4,600.00	.00	.00
01006300 5201 Policedet	.00	.00	6,000.00	.00	.00	.00
01006300 5341 Reccomp	.00	.00	1,000.00	1,000.00	.00	.00
01006300 5421 Officesup	.00	.00	2,500.00	2,500.00	.00	.00
01006300 5711 Meetings	.00	.00	1,500.00	1,500.00	.00	.00
01006300 5733 Duesmemb	.00	.00	500.00	500.00	.00	.00
<b>TOTAL Ordinary Expenses</b>	<b>.00</b>	<b>4,600.00</b>	<b>20,600.00</b>	<b>10,100.00</b>	<b>.00</b>	<b>.00</b>
<b>TOTAL Recreation Department</b>	<b>206,728.00</b>	<b>249,915.00</b>	<b>332,655.00</b>	<b>269,703.00</b>	<b>.00</b>	<b>.00</b>
<b>TOTAL General Fund</b>	<b>206,728.00</b>	<b>249,915.00</b>	<b>332,655.00</b>	<b>269,703.00</b>	<b>.00</b>	<b>.00</b>
<b>TOTAL REVENUE</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>
<b>TOTAL EXPENSE</b>	<b>206,728.00</b>	<b>249,915.00</b>	<b>332,655.00</b>	<b>269,703.00</b>	<b>.00</b>	<b>.00</b>
<b>GRAND TOTAL</b>	<b>206,728.00</b>	<b>249,915.00</b>	<b>332,655.00</b>	<b>269,703.00</b>	<b>.00</b>	<b>.00</b>

\*\* END OF REPORT - Generated by Diana Schindler \*\*



	Request	Historic	Housing	Recreation	Flexible	Total
City Clerk	\$75,000.00					\$0.00
Franklin Community Coop	<del>\$200,000.00</del>	application withdrawn by applicant, coming back in future				\$0.00
Garden Block LLC	\$34,800.00	\$26,450.00			\$8,350.00	\$34,800.00
Grader - 278 Main Cornice	\$20,000.00				\$20,000.00	\$20,000.00
Grader - Downtown Housing	\$50,000.00		\$11,450.00		\$38,550.00	\$50,000.00
Oxbow Design Build Coop	\$170,000.00				\$25,650.00	\$25,650.00
Habitat for Humanity	\$15,000.00		\$15,000.00			\$15,000.00
Greenfield Pickleball	\$572,000.00					\$0.00
Magee - Bike Racks	\$3,900.00			\$3,900.00		\$3,900.00
Recreation - Hillside Park Improvements	\$125,000.00			\$22,550.00	\$102,450.00	\$125,000.00
Recreation - Site Amenities	\$87,000.00					\$0.00
Recreation - Trail Wayfinding	\$135,000.00				\$25,650.00	\$25,650.00
<b>Total</b>	<b>\$1,487,700.00</b>	<b>\$26,450.00</b>	<b>\$26,450.00</b>	<b>\$26,450.00</b>	<b>\$220,650.00</b>	<b>\$300,000.00</b>

## Funding

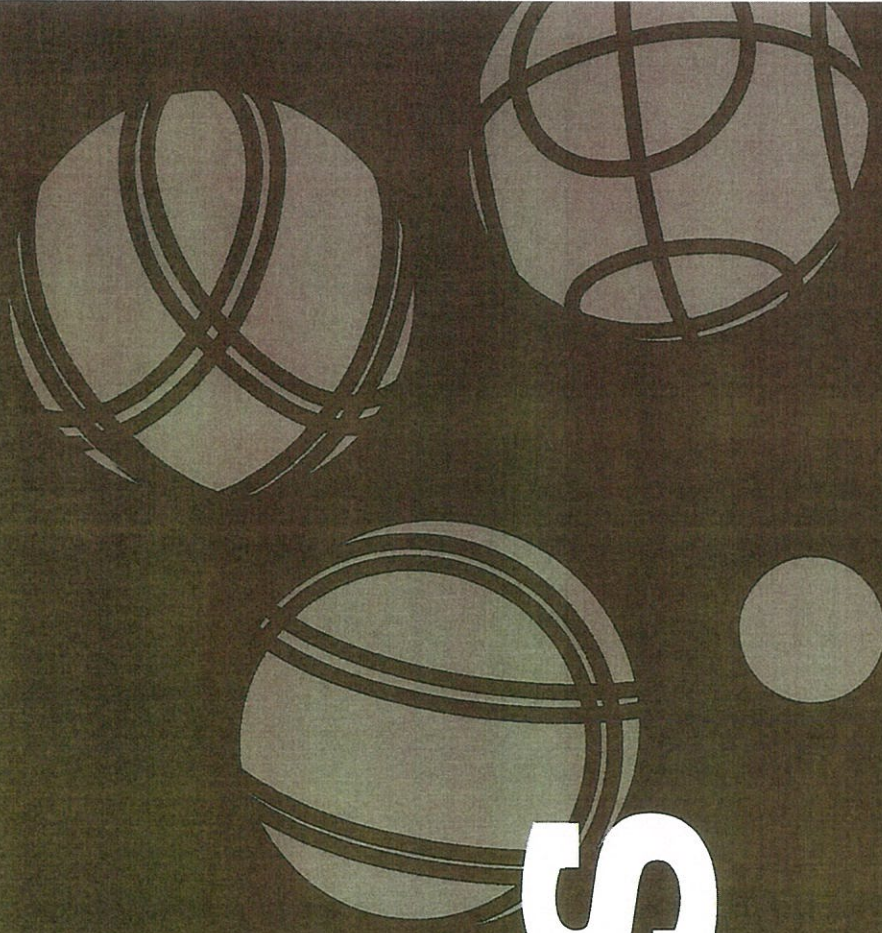
	\$26,450.00	\$26,450.00	\$26,450.00	\$220,650.00	\$300,000.00
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## Remaining

	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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# Bocce Courts



Greenfield, MA



## SPACES AVAILABLE

*Camp Spaces Available as of 04/04/2024*

### Discovery

A	B	C	D	E	F	G	H
14	22	16	19	15	22	17	17

### Sizzlers

A	B	C	D	E	F	G	H
21	23	21	19	17	20	19	15

### LIT

A	B	C	D	E	F	G	H
14	15	7	12	11	13	9	13

## SPACES RESERVED

*Camp Spaces Reserved as of 04/04/24*

# Discovery

A	B	C	D	E	F	G	H
16	8	14	11	15	8	13	13

# Sizzlers

A	B	C	D	E	F	G	H
19	17	22	21	23	20	21	25

# LIT

A	B	C	D	E	F	G	H
6	5	13	8	9	7	11	7

ARTICLE II  
**Naming of Municipal Buildings, Facilities and Public Places**  
[Adopted 4-21-2010 by Order No. FY 10-072 (Ch. 104 of the 2002 Code)]

**§ 71-5. Purpose; statutory limitations.**

- A. The Town of Greenfield hereby establishes a policy and set of procedures to govern the naming or renaming of municipal buildings, other fixed facilities, and public places. A sound naming policy adds meaning, significance and uniformity to public facilities, minimizes conflict and provides a clear and meaningful forum for discussion.
- B. This article shall not govern the procedure for naming streets, and is subject to the terms and conditions of MGL c. 85, § 3.

**§ 71-6. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**PUBLIC PLACE** — Includes but not limited to any building or a portion thereof, athletic fields, parking lot, municipal lot, sidewalk, trail, bike path, park, garden, playground, cemetery, or any such place owned or under the dominion of the Town which may reasonably be expected to be viewed by others.

**§ 71-7. Request for action; review by Council.**

- A. Requests to name or rename a municipal building, other fixed facilities or a public place shall be made in writing and filed with the Town Clerk of the Town Council. Such requests may be made by the Mayor, a Town Councilor, or by petition of at least 100 registered voters of the Town of Greenfield. The written request shall also include the rationale and background information explaining why the request is being made at that time.
- B. Upon receipt, the request shall be placed on the agenda of the next Town Council meeting, which may by majority vote agree to forward the request to the Planning and Construction Committee for hearing and recommendation back to the Town Council.

**§ 71-8. Planning and Construction Committee review and action; final vote by Council.**

- A. Within 45 days of receipt of the Town Council vote, the Planning and Construction Committee shall hold a public hearing on each nomination referred to it.
- B. At the conclusion of the public hearing, the Planning and Construction Committee shall deliberate and vote. Upon agreement of a majority of the Committee, the written decision and recommendation shall be delivered in writing to the Town Clerk within five days of the public hearing. The request, along with the written decision of the Planning and Construction Committee, shall, within 30 days after receipt by the Town Clerk, be sent to the Town Council for deliberation and vote at the next available meeting.
- C. It shall require an affirmative vote by majority vote of the Town Council to name or rename municipal buildings, other fixed facilities, and public places. Should the vote fail to secure the support of a majority of the Town Council, the name shall not again be considered as the

## § 71-8

name to be affixed to a municipal buildings, other fixed facilities, and public places until after the expiration of 12 months from the Town Council vote.

**§ 71-9. Applicability.**

This article shall not apply to the naming and renaming of municipal buildings, other fixed facilities, and public places which were donated to the Town contingent upon assignment of a specific name or to any facility constructed or purchased from money or property donated to the Town for the purpose of securing a name. Further, this article does not apply to the naming or renaming of school buildings, fixed facilities and public places or any other property under the jurisdiction of the School Committee.

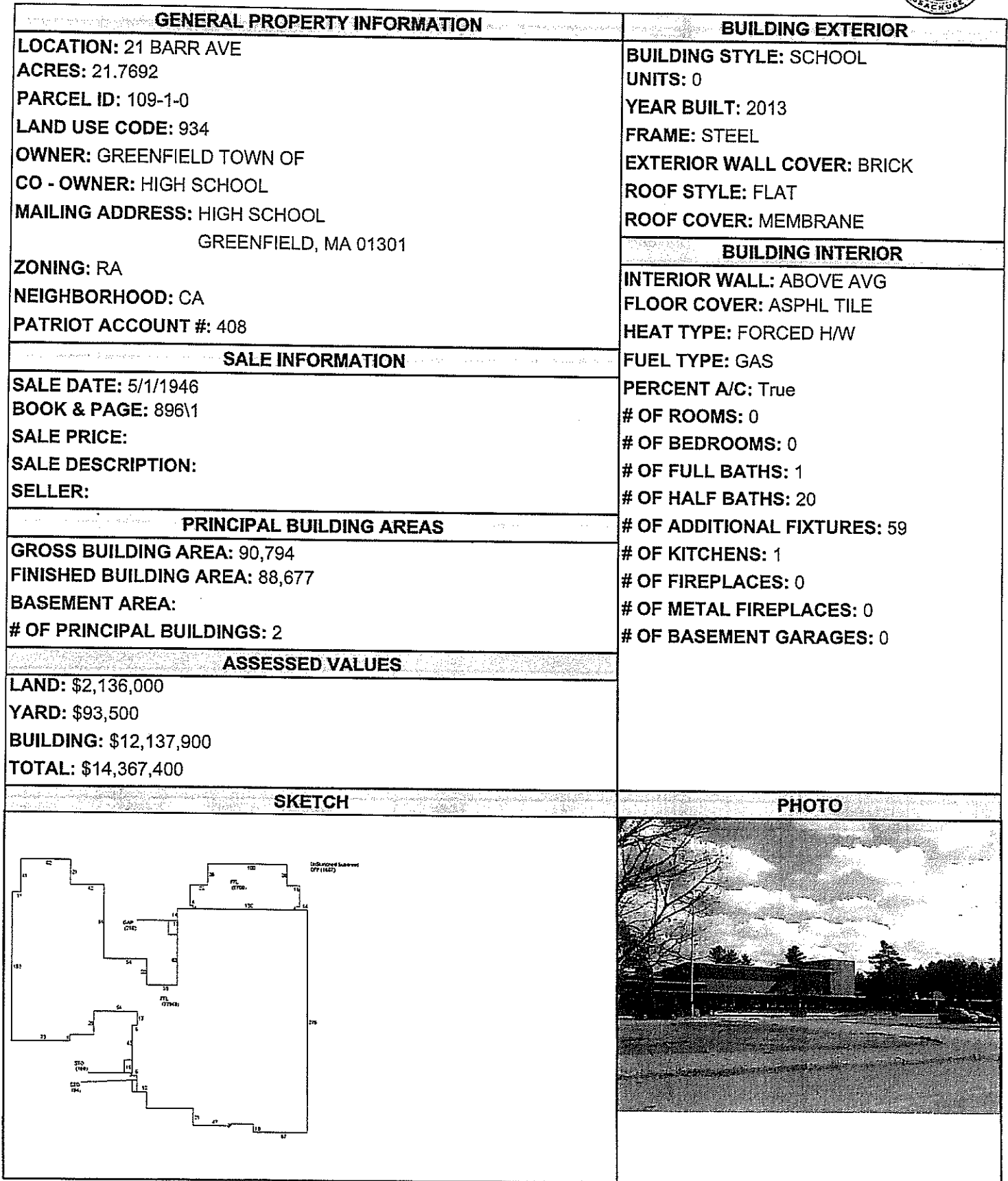
**§ 71-10. Existing names to be retained.**

Municipal buildings, other fixed facilities, and public places shall retain the names as named by the Town Council. The Town Council may, by a two-thirds vote of the whole Council, change the name of any municipal buildings, other fixed facilities, and public places in the Town, provided that, whenever renaming is considered, the matter is first referred to the Planning and Construction Committee and sent back to the Town Council in accordance with the requirements of this article.

**§ 71-11. Severability.**

Should any section or portion thereof of this article herein be rendered or declared invalid, unlawful, or unenforceable by reason of any existing or subsequently enacted legislation or by a court of competent jurisdiction, such legislation or decision shall apply only to the specific sections or portion thereof directly specified in the legislation or decision. All other provisions, sections, or portions thereof shall remain in full force and effect.

## City of Greenfield, MA



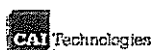
Page 1 of 2

**BUILDING PERMITS**

DATE	NUMBER	DESCRIPTION
8/12/2020	0422	COM CONST
5/29/2019	0225	COM CONST
4/27/2016	0235	COM CONST
8/20/2015	0610	COM CONST
8/13/2015	2015-0541	
8/8/2013	2013-0427	
7/30/2013	2013-0013	
6/4/2013	2013-0117	
6/4/2013	2013-0119	
4/2/2013	2013-0120	
10/7/2009	566	
7/31/2009	374	
8/27/2008	460	
8/6/2003	57-C	
11/13/2002	288-R	
6/11/2002	48-C	
11/7/1996	75	
6/30/1995	40	
9/1/1992	248-92	

**SPECIAL FEATURES / YARD ITEMS**

Code	SFYI Desc	Quantity	Size	Quality	Condition	Year	Unit Price	Apprsd Value	Assd Value
85	PAVING	1	34,500	G	GD	2013	3	76,400	76,400
78	LITE-DBL	8	1	A	GD	2013	1100	6,900	6,900
61	ELEV-PAS	1	2	A	GD	2013	10230	48,400	48,400
77	LITE-SIN	14	1	A	GD	2013	770	8,400	8,400
2	SHED/FR	1	1,056	G	GD	2016	17	13,400	13,400



www.cai-tech.com

This information is believed to be correct but is subject to change and is not warranted.



# CAI Property Card

City of Greenfield, MA



GENERAL PROPERTY INFORMATION		BUILDING EXTERIOR	
<b>LOCATION:</b> SILVER ST <b>ACRES:</b> 7.0003 <b>PARCEL ID:</b> 110-14-0 <b>LAND USE CODE:</b> 931 <b>OWNER:</b> GREENFIELD TOWN OF VETS FIELD HSE <b>CO - OWNER:</b> VETERANS MEMORIAL FIELD HOUSE <b>MAILING ADDRESS:</b> 14 COURT SQUARE GREENFIELD, MA 01301 <b>ZONING:</b> RA <b>NEIGHBORHOOD:</b> CA <b>PATRIOT ACCOUNT #:</b> 458		<b>BUILDING STYLE:</b> <b>UNITS:</b> 0 <b>YEAR BUILT:</b> 2015 <b>FRAME:</b> <b>EXTERIOR WALL COVER:</b> <b>ROOF STYLE:</b> <b>ROOF COVER:</b>	
<b>SALE INFORMATION</b>		<b>BUILDING INTERIOR</b>	
<b>SALE DATE:</b> 12/23/1911 <b>BOOK &amp; PAGE:</b> 808-157 <b>SALE PRICE:</b> \$1 <b>SALE DESCRIPTION:</b> <b>SELLER:</b>		<b>INTERIOR WALL:</b> <b>FLOOR COVER:</b> <b>HEAT TYPE:</b> <b>FUEL TYPE:</b> <b>PERCENT A/C:</b> False <b># OF ROOMS:</b> 0 <b># OF BEDROOMS:</b> 0 <b># OF FULL BATHS:</b> 0 <b># OF HALF BATHS:</b> 0 <b># OF ADDITIONAL FIXTURES:</b> 0 <b># OF KITCHENS:</b> 0 <b># OF FIREPLACES:</b> 0 <b># OF METAL FIREPLACES:</b> 0 <b># OF BASEMENT GARAGES:</b> 0	
<b>PRINCIPAL BUILDING AREAS</b>			
<b>GROSS BUILDING AREA:</b> <b>FINISHED BUILDING AREA:</b> <b>BASEMENT AREA:</b> <b># OF PRINCIPAL BUILDINGS:</b>			
<b>ASSESSED VALUES</b>			
<b>LAND:</b> \$169,000 <b>YARD:</b> \$117,300 <b>BUILDING:</b> \$0 <b>TOTAL:</b> \$286,300			
<b>SKETCH</b>		<b>PHOTO</b>	
NO SKETCH AVAILABLE			

CAI Technologies

www.cai-tech.com

This information is believed to be correct but is subject to change and is not warranted.

3/13/2024

Property Information - Greenfield, MA

Page 1 of 2

**BUILDING PERMITS**

DATE	NUMBER	DESCRIPTION
12/15/2022	0781	COM CONST
12/4/2013	2013-0018	
8/19/2013	2013-0457	
10/31/2006	417	
4/29/1996	28	
2/6/1996	8	

**SPECIAL FEATURES / YARD ITEMS**

Code	SFYI Desc	Quantity	Size	Quality	Condi on	Year	Unit Price	Apprsd Value	Assd Value
79	LITE-TPL	1	11	G	GD	1996	1430	9,000	9,000
15	SHOP	1	4,784	A	FR	1970	37	68,700	68,700
2	SHED/FR	2	168	F	FR	1970	17	1,300	1,300
2	SHED/FR	1	216	F	FR	1970	17	800	800
35	POLE BRN	1	1,800	A	AV	1996	22	13,000	13,000
2	SHED/FR	1	384	F	FR	1970	17	1,400	1,400
7	POOL A-C	1	2	F	FR	1970	0	0	0
2	SHED/FR	2	96	F	FR	1970	17	900	900
84	SIGN-ILU	1	40	G	GD	2006	90	2,400	2,400
2	SHED/FR	1	84	F	FR	1970	17	400	400
3	GARAGE	1	1,904	A	FR	1970	41	31,300	31,300
77	LITE-SIN	1	11	G	GD	1970	770	4,900	4,900
85	PAVING	1	4,840	F	FR	1970	3	4,800	4,800
2	SHED/FR	1	49	A	AV	2015	17	800	800



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This information is believed to be correct but is subject to change and is not warranted.