

**Recreation Commission Monthly Meeting**  
**Thursday, May 19, 2022**  
**6PM**

**Attending:**

- Christy Moore, Donna DuSell, Heather Valenta, Mary Phillips, and Myrt Jacquay.  
Absent: Danica Hochstetler, Barbara Zaccheo, and Jennifer Hoffman.

**6:06pm Call to Order**

**6:06pm Review of Previous Meeting Minutes-**

- Heather made a motion to approve April 2022 meeting minutes with Myrt seconded the motion and all voted in favor.

**6:10pm Public Input/Discussion**

- Donna shared the letter from Nancy Hazard and members of Greening Greenfield in regards to installation of signage to protect vernal pools at Highland Park. Nancy has shared that she had received approval of the Vernal Pool sign from Greenfield conservation Commission and was requesting the same from the Recreation Commission. Motion was made by Myrt to approve the request to place two vernal pool signs located at Highland Park with Heather seconded the motion and all voted in favor. Donna agreed to prepare the letter of support and Christy will send to Nancy.

**6:26pm Director's Report**

**Office Update**

- Christy shared that Loren Beale has given her notice that 7/1/2022 will be her last day. She will be missed. City recently posted the position. Christy asked that if any Recreation Commissioners know of anyone who may be interested to encourage them to apply. As summer is in full swing, it has been extremely challenging trying to manage programs, event management, grant work, prepare staff training, hiring packets, etc. while working at GRASP. Kelly and Loren have been wonderful powering through to complete as much as humanly possible - efficiency at its best!

**Brochure Update**

- Christy reported that the brochure is finally here. Delivered to schools but have not had staff/time to deliver around town. Christy asked that is anyone can take some and share in businesses that would be helpful and much appreciated.

**PARC Grant Update**

- The City has reviewed the 90% Construction and Drawings for the skate park and have submitted revisions to Pillar Design. Christy and procurement are preparing the BID documents. Design will be completed at the end of the month and all

paperwork will be submitted to the Executive Office of Energy and Environmental Affairs (PARC Grant). Budget is a concern, with gas pricing for hauling, construction cost keep rising and the Geotechnical report required significant changes to the drainage and site prep which has impacted the budget.

- Planning Board Meeting on June 2, at 6:00pm via webex for application of the City of Greenfield, Recreation Department, for property located at the north end of the Chapman/Davis Street Municipal Parking Lot for site plan review and approval pursuant to section 200-8.4 of the Zoning Ordinance in order to allow the construction of a new 11,000 square foot skateboard park at this location. All are encouraged to attend.

#### **GRASP**

- New employee has started and is enjoying the program. Happy to have her join the team. There are only 20 more days of school, not that anyone is counting. It has been a long year with challenges but the rewards outweigh the challenges!

#### **AmeriCorps**

- After several edits and conversations, Christy did submit the application to host 2 full-time AmeriCorps members for the 2022-2023 service term; if we find eligible candidates. The Department would need to pay the program participant \$9,000 each for a total of \$18,000. The members would work 9:30-6pm with a lunch break and 2:30-6:00pm on Fridays plus staff meetings. Matt Ashby from Dial Self did share that his member search has been challenging as well with less applicants. Motion was made to approve the contract with Dial-Self, made by Mary and Myrt seconded at- 6:48pm and all vote in favor at 6:49pm.

#### **Environment Justice Forum**

- Christy shared that on June 6th at 6:30 at the John Zon Community Center in Greenfield for the first Environmental Justice Forum (in person), focusing on the Nature Gap, to be presented by the Greenfield Human Rights Commission. Christy has been asked to sit on the panel. Christy has prepared highlights to share at the meeting.

#### **Staff Training**

- Is scheduled for Saturday, May 21<sup>st</sup> for Camp, Guard, Gate and Concessions. This is part one for summer camp as they will have additional training the week before camp starts.

#### **6:51pm Old Business:**

#### **Open Discussion**

None

## 6:52pm New Business

### Summer 2022

- It is upon us! Still need tennis instructor and a few additional camp staff.
- Pickleball tournament still up in the air due to lack of planning and coordination on behalf of the pickleball volunteers.

### Registration Updates to date:

- Start Smart Baseball: 17/20
- Tee Ball: 43/60
- Buddy Baseball: 9/20 players and 5/20 buddies
- Learn to Play Tennis: A - 5/12 B- 2/12
- Babysitting Certification: 3/20
- Home Alone Safety: A - 2/20 B - 1/20
- Tri Training: 1/30
- Learn to Play Pickleball: 4/10
- Learn to Play Golf: 1/10
- Youth Tennis League: 1/12
- Adult Tennis League: 7/30
- REC the NIGHT:
  - Bigfoot Hunt - 2/20
  - Improv 101 - 2/15
  - Sand Sculptures - 1/20
- Golf Clinic: 6/10
- Start Smart Soccer: 12/20

### Swimming Area Updates:

- Due to staffing the department had to push back the 7 day a week opening until June 18<sup>th</sup>. The department staff are still working at GRASP until June 16<sup>th</sup>.
- Christy needs to follow up with DPW and Health department about water testing. It appears that the department may need to pay for water testing if the DPW cannot do it in house.
- Christy has coordinated with departments and vendors for opening for the season – DPW, Health, Hood Inspection, Fire Dept., etc.
- Christy shared that the department still has a lifeguard shortage which may require a change in operational hours. The department is hoping to pull off the magical number of guards' last minute as always. Still looking for 3-5 more guards as the department has only 4 returning and 2 new guards that confirmed. The department has one interview scheduled and two hopefully in the next couple days.

**Special Events:**

- **Mutts and Mayhem – May 22<sup>nd</sup>**
  - Deadline date May 20 for pre-race registrations 24 registered as of 7:10pm. Still in needs of volunteers from 9:00am to end of event for setup and Break Down. Christy is working with Summit Ice for ice delivery. Heather reported that there are 10 vendors confirmed.
- **Cornhole Tournament - June 1<sup>st</sup> with June 2<sup>nd</sup> as Rain Date**
  - Mary brought everyone up to speed on the event. Still need volunteers for set up and break down. Reviewed Site Map and plan for barriers, wrist bands, etc. Mary shared raffle updates and supply needs. Question was asked if Pioneer Valley agreed to make a donation to fireworks. Mary and Danica are working on buckets for score post and confirming the number of cornhole boards needed.
- **Community Safety Day – June 5<sup>th</sup> –**
  - Christy shared that they may need some help the morning coordinating everyone’s arrival. Expecting a great turnout.
- **Fireworks - July 1<sup>st</sup> with July 5<sup>th</sup> Rain Date –**
  - Christy is confirming vendors and needs to finalize musical lineup. Discussion about Fortin Family Award.
- **Movies in the park series next movie is June 24<sup>th</sup> Sing 2**
  - Christy shared that Encanto was well received.
- **Triathlon – August 7<sup>th</sup>: moving forward with tri committee planning.**
- **Camp Update**

	<b>Enrolled</b>	<b>Total Spaces</b>	<b>% Full</b>	<b>2022</b>	<b>2021</b>
<b>Discovery</b>	150	200	75%	25/wk	15/wk
<b>Sizzlers</b>	217	240	90%	30/ wk	25/wk
<b>LIT</b>	72	120	60%	15/wk	10/wk
<b>OVERALL</b>	439	560	78%	70/wk	50/wk

- **Surplus Property Disposition-** Christy shared a memo from Dept of Planning and Development in regards to surplus property. Motion made by Heather to approve the sale of parcel 124-53; Mary 2nd 7:47pm with no further discussion- All in favor 7:48pm. Christy will send notification to Director of Planning of vote.

**Open Discussion**

None

**Future Agenda Items**

None

**Next Meeting Date:** June 16<sup>th</sup> at 6pm

**Adjourn** – Motion made by: Mary P. @7:55pm Seconded by: Myrt





Greening Greenfield, Greenfield MA 01301  
[www.GreeningGreenfieldMA.org](http://www.GreeningGreenfieldMA.org)

May 9, 2022

Donna DuSell, Chair  
Greenfield Recreation Commission  
City of Greenfield  
Parks and Recreation Department  
14 Court Square  
Greenfield, MA 01301

Re. Proposal to install signage to protect vernal pools at Highland Park

Dear Ms. DuSell,

Members of Greening Greenfield have recently observed significant disturbance to the large vernal pool located at Highland Park along the Bears Den Road trail that parallels Peabody Lane (**Fig. 1**), created by people trampling vegetation around the perimeter of the pool, or by dogs entering the pool. Such disturbance destroys fragile vegetation and animals (frogs, salamanders, and invertebrates) in the pool, and compromises water quality. Greening Greenfield has therefore undertaken a project to place two signs at the pool to inform the public of the pool's importance and fragility, discourage impacts to the pool, and to protect the integrity of the pool and the plants and animals that depend on it for their survival. Greening Greenfield has discussed the issue and the proposed signage with the Greenfield Conservation Commission and has received their approval to proceed with installation of the signs (see attached letter from the Greenfield Conservation Commission received May 7, 2022). **Greening Greenfield now seeks permission from the Greenfield Recreation Commission to proceed with installation of the signs.**

The vernal pool runs north/south and is approximately 400 feet in length; it is actually two pools that are connected by a short intermittent channel. Due to the length of the pool, we propose to install two signs; their exact locations are yet to be determined but will likely be located at the north and south ends of the pool between the Bears Den Road trail and the pool (at least 3 feet off the trail grading). These locations will make the signs visible to as many people as possible walking along the trail next to the pool. We have attached a sketch of the sign (**Fig. 2**) that we showed to the Conservation Commission at their April 26, 2022 meeting.

Signs will be constructed from 2 mm sheet aluminum, approximately 12" wide by 18" high, direct-printed by a custom sign fabricator (e.g., MegaPrint, Inc.; <https://www.megaprint.com/trail-signs.php?area=sSigns>). Verbiage and illustrations on the sign

will emphasize the importance of protection of the pool. Signs will be bolted to a standard steel U-channel signpost (e.g., 10 ft x 3 1/8 in x 1 1/2 in). Posts will be either pounded into the ground or placed into a 6" diameter hole dug by hand with a post-hole digger and backfilled with the original compacted soil, to a depth of 3-4 feet.

All materials will be purchased by Greening Greenfield, and signs will be installed with hand tools by Greening Greenfield members.

The date that the signs will be installed is yet to be determined; we would like to have the signs installed no later than September 30, 2022, and preferably earlier. Once we have obtained permission from the Recreation Commission to proceed, we will install the signs up at the vernal pool within 3-6 weeks and will send photographs of the signage to the Conservation and Recreation Commissions.

On the date of the installation, we would also like to invite a reporter from the Recorder to document the event for publication as a short article in the newspaper, to raise awareness of the issue and the intention of the signage. We would be happy to invite representatives from the Recreation and Conservation Commission to the event.

If you have any additional questions or concerns about the specifics of the installation, please contact Alex Haro: (413-404-2203).

Thank you again.

Sincerely,

Edie Heinemann, Greening Greenfield [ediesh82346@gmail.com](mailto:ediesh82346@gmail.com)

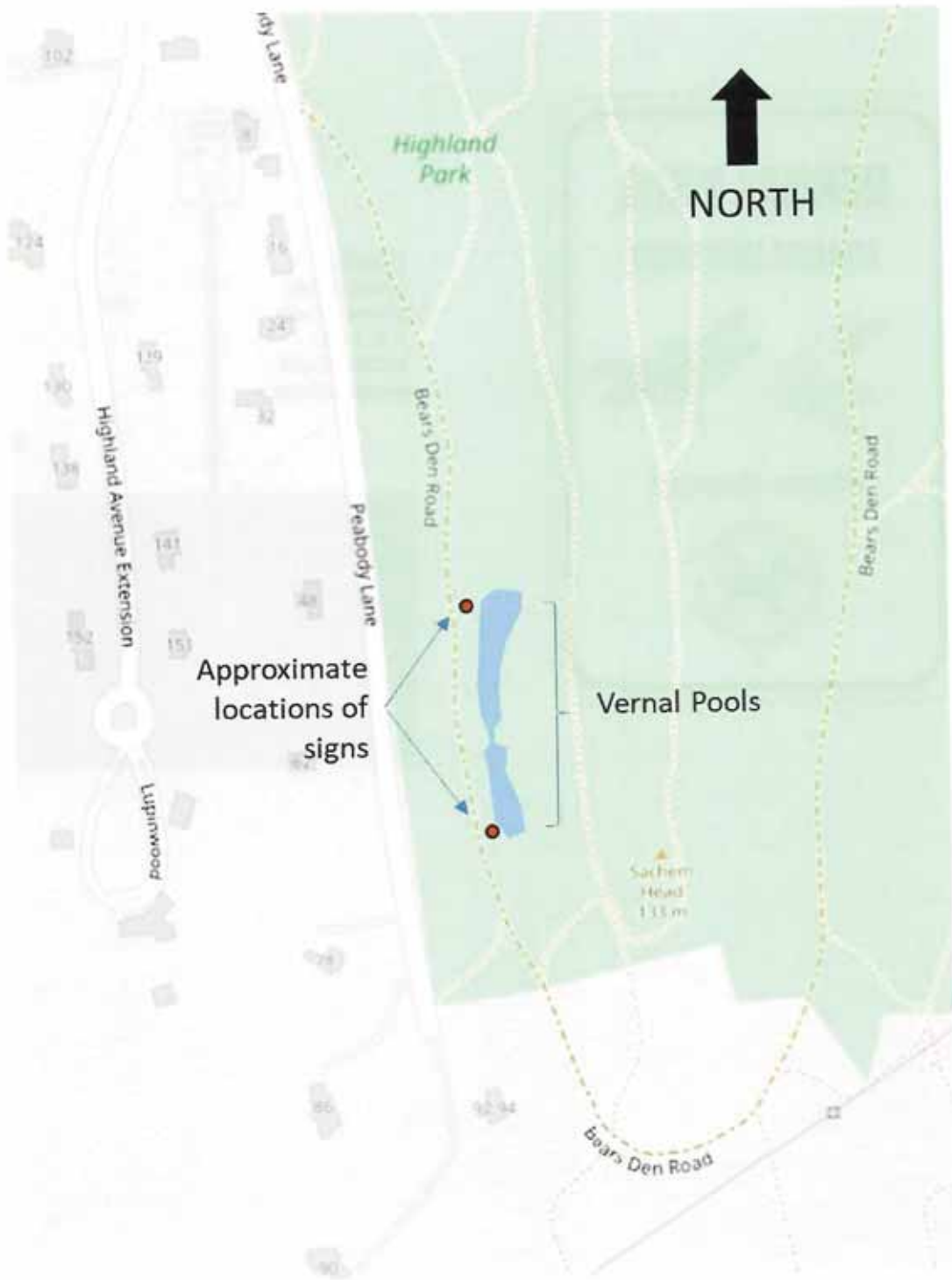
Nancy Hazard, Greening Greenfield [nancyhazard30@gmail.com](mailto:nancyhazard30@gmail.com)

Patricia Serrentino, Wildlife Ecologist [pserrentino19@gmail.com](mailto:pserrentino19@gmail.com)

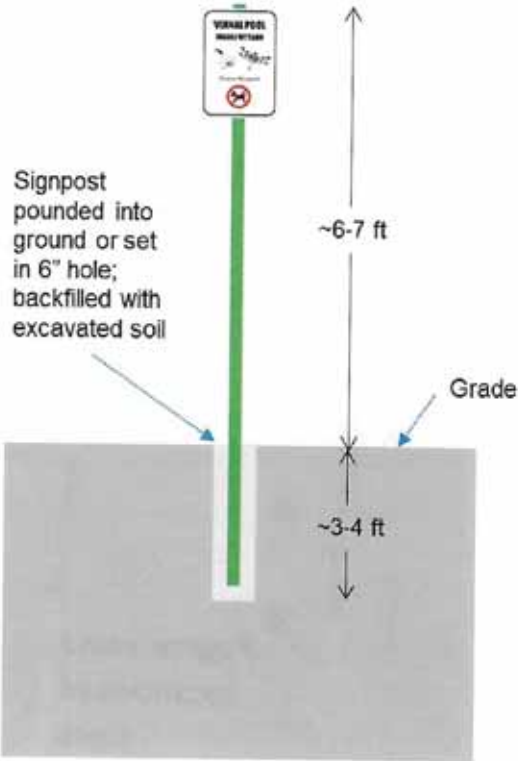
Alexander Haro, Fish Biologist [ajharo198@gmail.com](mailto:ajharo198@gmail.com)



**Figure 1.** Map of Highland Park showing vernal pool adjacent to Bears Den Road Trail, and approximate locations of proposed signs.



**Figure 2.** *Left figure:* proposed design signs. Dimensions are approximately 12" wide by 18" high. *Right figure:* sketch of proposed sign installation (not to scale).



**Attachments:** Approval Letter and and Vote Authorization Memo from the Greenfield Conservation Commission; provided to Greening Greenfield on May 6, 2022.



Roxann Wedegartner  
Mayor

City of  
**GREENFIELD, MASSACHUSETTS  
CONSERVATION COMMISSION**

City Hall • 14 Court Square • Greenfield, MA 01301  
Phone: 413-772-1548 ext 3 • Fax 413-772-1309  
[mitchell.vye@greenfield-ma.gov](mailto:mitchell.vye@greenfield-ma.gov) • [www.greenfield-ma.gov](http://www.greenfield-ma.gov)

Travis Drury, Chair. Dec, 2023  
Rachel Lindsay, Vice-Chair. Jun, 2023  
Fletcher Harrington. Mar, 2025  
Erika LaForme. Dec, 2022  
Christin McDonough. June, 2024

Dear Greening Greenfield:

The Greenfield Conservation Commission has reviewed and approved the request to add signage within the buffer zone of the vernal pool at Highland Park for the purpose of educating the public about the presence and ecological importance of the pool and to protect the pool and the plants and animals that depend on it for their survival. The Commission voted unanimously to approve a letter of support for the educational signage project as it was described to them by Edie Heinemann, Pat Serrentino, and Alex Haro at the public meeting held on April 26<sup>th</sup>, 2022.

The roughly 12" by 18" aluminum signs are to be placed near the pool facing the trails. A steel post will be used and the hole for the post will be backfilled using the existing soil. Signs will be placed at the north and south ends of the pool to intercept as many people as possible. The signs read "VERNAL POOL FRAGILE WETLAND Please Respect" as shown below.



Please contact me at (413) 772-1548 x.3 or at [mitchell.vye@greenfield-ma.gov](mailto:mitchell.vye@greenfield-ma.gov) with any questions or comments.

Sincerely,

Mitchell Vye, Conservation Agent

Travis Drury

Fletcher Harrington

Rachel Lindsay

Christin McDonough

Erika LaForme

\_\_\_\_\_



Roxann Wedegartner  
Mayor

City of  
**GREENFIELD, MASSACHUSETTS**

**PLANNING AND DEVELOPMENT**

**CONSERVATION COMMISSION**

City Hall • 14 Court Square • Greenfield, MA 01301  
Phone 413-772-1548 x.3 • mitchell.vye@greenfield-ma.gov • www.greenfield-ma.gov

**Vote Authorizing Signatures of Commissioners**

On September 28, 2021 the Greenfield Conservation Commission met in open session through publicly accessible video-conference software, pursuant to the Order Suspending Certain Provisions of the Open Meeting Law, issued by Governor Charles D. Baker on March 12, 2020. At this duly held meeting, the following action was taken by the Commission:

**Motion By Vice Chair Rachel Lindsay:** To authorize the Conservation Agent to electronically sign Greenfield Conservation Commission Documents on behalf of individual Conservation Commission members. The term Greenfield Conservation Commission Documents as used in the preceding sentence means only those documents that the Commission voted to issue and sign at a public meeting during the Covid-19 State of Emergency.

**Seconded:** Erika LaForme

**Vote:**

Chair Travis Drury – *Aye*

Vice Chair Rachel Lindsay – *Aye*

Commissioner Erika LaForme – *Aye*

Commissioner Fletcher Harrington – *Aye*

Commissioner Christin McDonough – *Aye*

**Results:** UNANIMOUS



*The City of Greenfield is an Affirmative Action/Equal Opportunity Employer,  
a designated Green Community and a recipient of the "Leading by Example" Award*



Roxann Wedegartner  
Mayor

City of  
**GREENFIELD, MASSACHUSETTS**

**PLANNING & DEVELOPMENT DEPARTMENT**

City Hall • 14 Court Square • Greenfield, MA 01301  
Phone 413-772-1549 • Fax 413-772-1309  
eric.twarog@greenfield-ma.org • www.greenfield-ma.gov

**Date:** May 18, 2022

**TRANSMITTAL MEMO**

**TO:**

- Engineering Superintendent
- Recreation Director
- Inspector of Buildings
- Health Director
- Finance Director
- Fire Department
- Community and Economic Development Director
- Assessor
- Central Maintenance Manager
- Chief Procurement Officer
- Conservation Commission
- Planning Board
- Recreation Commission
- Economic Development Committee
- File

**FROM:** Department of Planning & Development

**RE:** Surplus Property Disposition

Surplus Property: A Portion of Parcel 124-53 (Summer Street)

Please review the attached materials and submit written comments to the Department of Planning and Development by Friday, June 17, 2022. The recommendation shall indicate if the property is needed for any city purpose; if any special conditions should be attached to the sale; and any additional information which may be appropriate and useful for a determination.

Thank you.





**Potential Sale of City Owned Property:**  
**A Portion of Parcel 124-53**

**Department of Planning and Development**  
**May 17, 2022**

## Parcel 124-53 (Summer Street)

### Background Information

Mayor Roxann Wedegartner has authorized the Department of Planning and Development to proceed with the surplus property distribution process for this parcel with the intention of selling a portion of this parcel. The owners of 139 Harrison Road have requested to purchase the portion of Parcel 124-53 that abuts their property. Also included in this packet is an aerial photograph of the parcel and adjacent area; the relevant tax map; property record card; and deed.





CLUB

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Parcel 124-53

DAVIS

124-53

Manufacturing Area

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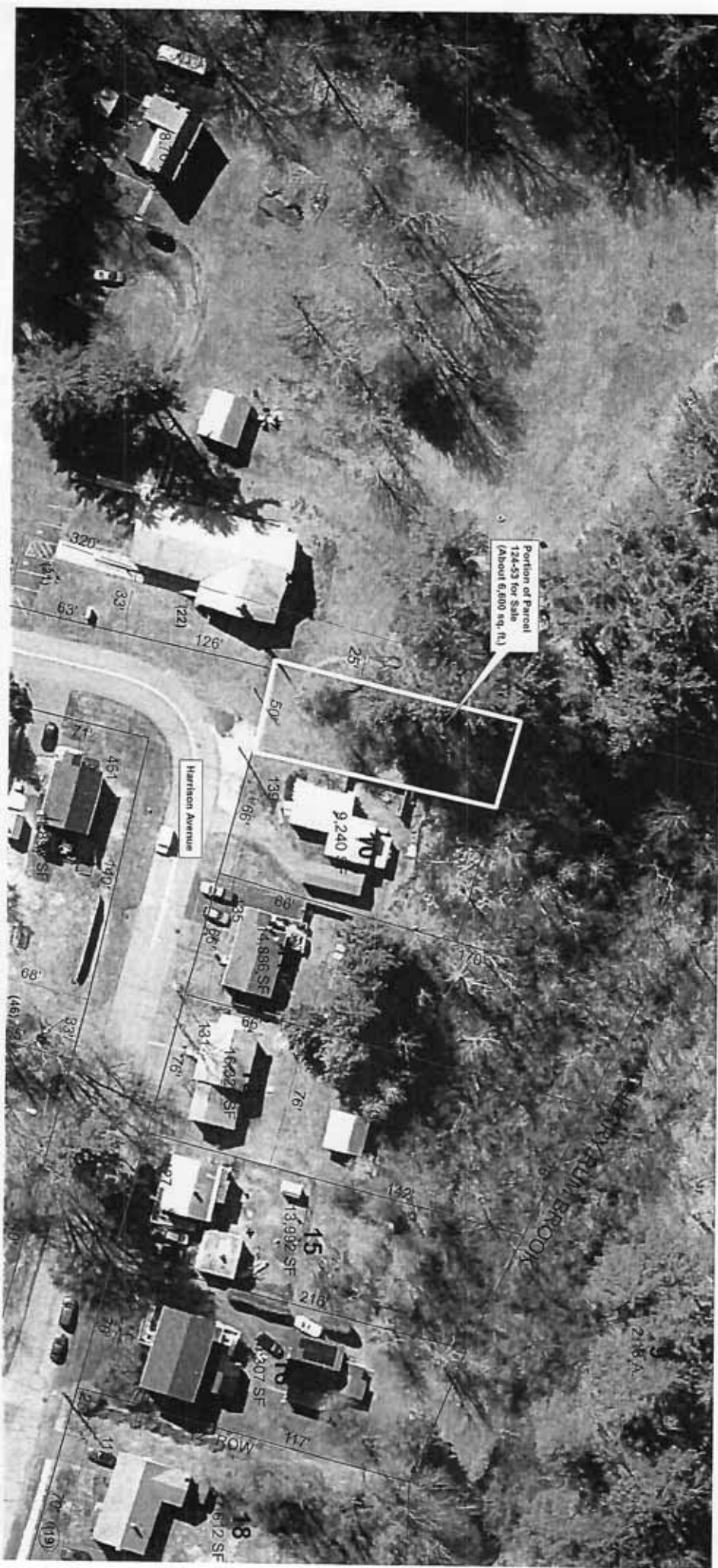
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REPRODUCED & PRINTED BY  
**CAT Technologies**  
 1000 Main Street  
 Greenfield, MA 01302  
 Phone: 413-254-1111  
 Fax: 413-254-1112  
 Email: info@cat-tech.com

DATE: 11/11/2003  
 TIME: 10:00 AM  
 USER: JLM  
 PROJECT: 11321

**LEGEND**

--- UNIMPROVED LOT  
 --- IMPROVED LOT  
 --- PROPOSED LOT  
 --- PROPOSED LOT

SCALE: 1" = 50'  
 NORTH

PROPERTY MAPS  
**GREENFIELD**  
 MASSACHUSETTS



MAP NO. 124



# City of Greenfield, Massachusetts

## SUMMER ST

ID: 917

Property Record Card Card 1 of 1

Parcel ID: **124-53-0** Book/Page: **1128\216**

[Show Map](#)

Owner: GREENFIELD TOWN OF  
Co-Owner:  
Mailing Address: 14 COURT SQUARE  
GREENFIELD MA 01301

**Assessment** Total: \$11,800  
Total Building: \$0 Land: \$11,800 Yard Items: \$0

**Land Information**  
Land Area: 1.96027 Primary Zoning: RA  
Land Use: VACANT SELEC  
Neighborhood: MG

[View sketch](#)

### Building Information

Year Built:  
Style:  
Rooms:  
Bedrooms:  
Full Baths:  
3/4 Baths:  
1/2 Baths:  
Gross Area:  
Finished Area: 0

Stories:  
Heat Fuel:  
Heat Type:  
Frame:  
Exterior:  
Roof Structure:  
Roof Covering:  
Kitchens:  
Fireplaces:

### Important Information

Certified property values are for fiscal year 2022.  
Property ownership is updated monthly.  
Sales history is updated monthly.

### Sales History

[Grantor](#)

<u>Legal Reference</u>	<u>Sale Date</u>
1128\216	1961/10/1

<u>Sale Price</u>
\$0



MainStreetGIS, LLC  
[www.mainstreetgis.com](http://www.mainstreetgis.com)

We, EVELYN HOUGHTON, being unmarried, of Conway in the County of Carroll in the State of New Hampshire, MILDRED LYMAN of Greenfield in the County of Franklin in the Commonwealth of Massachusetts and RUTH DIGGINS of said Greenfield, both being married

of

County, Massachusetts,

~~do hereby~~ for consideration paid, grant to the INHABITANTS OF THE TOWN OF GREENFIELD in the Commonwealth of Massachusetts

~~of~~

~~with quitclaim covenants~~ with Quitclaim Covenants

~~to have~~ the fee in the following described parcels of land contained within the limits of the following named streets:

PINE STREET between Wells Street and Conway Street as shown on a plan of lots owned by W.E. Benson in 1911 known as the Oak Grove Tract;

WOODBINE STREET between Summer Street and Davis Street as shown on a plan of lots owned by W.E. Benson in 1917 known as Silver Terrace.

POPLAR STREET between Gold Street and Cherry Street as shown on a plan of lots owned by W.E. Benson in 1913 known as Hilltop Terrace;

POPLAR STREET between Gold Street and Summer Street as shown on a plan of lots owned by W.E. Benson in 1913 known as Hilltop Terrace;

COTTAGE STREET between Gold Street and Cherry Street as shown on a plan of lots owned by W.E. Benson in 1913 known as Hilltop Terrace;

Since the consideration for this conveyance is nominal, no Federal Revenue Stamps or State Excise Stamps are necessary.

Our title to the foregoing premises is as devisees under the will of said Florence R. Benson, late of said Greenfield, Franklin County Probate Court Docket #36867.

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We, KENNETH H. LYMAN and WILLIAM T. DIGGINS ~~husbands~~ of said grantor,s,  
Mildred Lyman and Ruth Diggins, respectively,

release to said grantee all rights of tenancy by the curtesy ~~to said grantee~~ and other interests therein.

Witness our hands and seals this 28<sup>th</sup> day of JUNE 19 61

_____	<i>Evelyn Drafter</i>
_____	<i>Mildred Lyman</i>
_____	<i>Ruth Diggins</i>
_____	<i>Kenneth H. Lyman</i>
_____	<i>William T. Diggins</i>

The Commonwealth of Massachusetts

Franklin

ss.

JUNE 28<sup>th</sup>, 19 61

Then personally appeared the above named

MILDRED LYMAN

and acknowledged the foregoing instrument to be her free act and deed, before me

*Stanley L. Cummings*  
Notary Public - Justice of the Peace

My commission expires

STANLEY L. CUMMINGS, Notary Public

My commission expires May 6, 1962



Rec'd for record 3 Hr. 58 Min. P.M. Oct 20, 1961