

STAFFORD RECREATION COMMISSION

Special Meeting

Zoom Video Conference Meeting

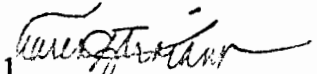
Meeting Minutes

Meeting Date: Thursday October 7, 2021

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TOWN CLERK

**Members:** Chairman - Dave Bachiochi, Secretary - Becky Murphy, Harold Blake Hatch, Tom Topping, Todd Levesque, Richard Deary, Bill Utermarck, Barron Utter

**Members Present:** Dave Bachiochi, Tom Topping, Richard Deary, Harold Blake Hatch, Bill Utermarck, Barron Utter

**Members Absent:** Becky Murphy, Todd Levesque

**Recreation/Athletic Director:** Damian Frassinelli (absent)

**Guests:** None

- 1.) **Call Meeting to Order** – Dave called the meeting to order at 7:30pm via Zoom. The number of board members present 6 constitutes a quorum (6 of 8).
- 2.) **Review and Accept Minutes from previous meeting** – Minutes from last meeting (May) were not reviewed as they were not available. Meeting minutes from May and October will be reviewed and approved at the next meeting. The June meeting was cancelled and there was no quorum in September.
- 3.) **Correspondence, letters & emails** – None.
- 4.) **Old Business** –
  - a. **Olympic Field STEAP grant status** – Amber provided a written update. We have received the return contract from the State DECD office with permission to proceed. Creative Recreation has been selected as a vendor for the playground and basketball court projects (which is our current purveyor for various equipment across town and previously approved on the state big list). The Parks Dept. has received final quotes and we will be moving onto the purchase order construction next. The Parks Dept. is also determining/budgeting portions of site prep that can be accomplished on by Town crews, which help offset the budget and serve as in-kind matching. The Facilities Department is spearheading the irrigation portion. The pump/well house needs to be installed/completed first, which then determines the irrigation system configuration.
  - a. **Commission Membership** – We continue to seek and welcome additional members for the Recreation Commission.
  - b. **Replacing StaffordSports.org** – The Recreation Commission portion of the website needs to be re-hosted as the site support will be terminated in early 2022. Most youth sports

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organizations are using their own separate site already. Youth basketball's online registration will be transitioned after this upcoming season.

**5.) New Business –**

- a. Major Improvements Priorities** – Dave reviewed an upcoming motivation to solidify and expand the major improvements priorities as an input to the American Rescue Plan Act commission being formed in Stafford. The items on the current list and additions discussed at this forum are documented in the addendum below. Additional details will be provided as the proposals firm up.
- b. Skating Rink Proposal** –All data has been captured in the proposal and the commission will review further in advance of next skating season. Tom is in the process of updating cost estimates for two different size portable rinks. Upon review of potential sites, we prioritized Kealy Field, Olympic Field, Hyde Park and added West Stafford School as favorable locations.
- c. Youth Sports Return To Play, Fall Forecast** – Fall youth sports look promising for soccer and football as they are outdoor sports. Most outdoor interactions don't require special restrictions.
- d. Update from Recreation Director** – No update.

**6.) Adjourn** – Motion: Barron Utter moved to adjourn meeting.

Second: Bill Utermarck seconded the motion

Vote: The vote was unanimous, and meeting was adjourned at 8:34pm.

Respectfully Submitted

*Dave Bachiochi*

Dave Bachiochi for Becky Murphy, Secretary

11/5/21  
Date

*Dave Bachiochi*  
Signature

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## **Addendum:**

### **Major Improvements Priorities for ARPA**

Ice Skating Rink Improvements

Skateboard Park

Security cameras at sports facilities (kealy, skating, hyde park)

Staffordville Lake protection

Recreation Department structure

### **From 10/7 Recreation Commission brainstorm:**

1. Staff a Recreation Department and expand duties by a lot
2. 4' permanent fence at Olympic
3. Complete lighting on SHS varsity soccer field (underground wiring already in place)
4. Fitness path - locations at schools complex for use by gym classes (ask the teachers) and not at school complex for use by public during school hours
5. Add 5 acres at Kealy field as potential location for "new plot of land" idea above
6. Recreation activities - Pickleball, Yoga, adult education, karate. Also consult with other town organizations such as the senior center, conservation commission, etc
7. More prevalent distribution of AED devices — logistics tbd
8. Additional sites for ice skating include West Stafford School. Seek assistance from fire department to flood the ice skating rinks once per week.
9. Characteristics for the optimal ice skating site include level surface to fit a 200'x85' rink (smaller locations can use smaller rink sizes), sufficient security (cameras, in public view to discourage vandalism), ability to draw water to surface the ice, ability to light the rink surface, sufficient parking in the winter, engagement with local skating aficionados, permission from the property owner.

**Actions:** See Gary Brown at WSFD. Research fitness paths. Research local Recreation Department format and activity offerings. See Bruce Davis regarding security camera options. There will be a public survey circulated as well in the near future.

## **Summary of existing priorities**

**SHS track re-surfacing** Needed by 2022, estimated cost \$50K

### **Several improvements at Olympic field.**

- a) Re-surface the field , install irrigation, re-align goal posts
  - b) Expand parking. Lower fencing to improve sightlines.
  - c) Building upkeep for youth football, youth lacrosse and general use, primarily renovation of the bathrooms.
  - d) Purchase and install a new scoreboard
  - e) Renovate playground and basketball courts
- STEAP grant award \$128,000 plus \$93,000 town investment for phase I announced 11/16/2020 !!!
- a) Includes improvements to playground, basketball courts, Field irrigation, and Building renovation architectural design
  - b) Future phases to consider actual building renovation, scoreboard, parking and disposition of softball field configuration

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**Lighting for parking at Kealy field** adjacent to batting cage. Similar lighting was recently installed at the Kealy parking lot at Hydeville Road \$10-15K

A new **plot of land** for general youth sports practice space.

Considerations include:

A plot at the corner of County Road and Levinthal Run.

A plot along Monson Road north of skating rink.

Plot of land north of Stafford Cemetery bordering and accessible from high school property.

East Street in the area between Pinney School and Kealy field currently owned by the fire department.

**New surface with irrigation** is top priority. Lights on the new surface is second priority. Artificial turf seems too expensive but should be investigated.

**Portable Ice Rink** to substantially lengthen the winter skating season and augment the Monson Road skating rink. Locations at Hyde Park and Kealy Field proposed in letter dated 1/11/21

EZ ICE quotes:

\$13,612 for full size hockey rink with knee high boards 85'x200' and

\$6,816 for 60'x100' skate only rink.

Lighting costs excluded from this quote. Olympic field can fit two full sized rinks inside the existing fence. A smaller site outside the fence adjacent to the basketball courts is a suggestion. And West Stafford School fits the model as well.

**Create a walking path alongside Levinthal Run** to improve safety to get walkers off the road surface. A bike path sized width seems best, widening the existing surface for best maintenance. Include as part of Levinthal Run road widening project. Consider tasking for town highway department crew for labor. Improved signage / road markings are good alternatives.

Remove or **close down pit toilet buildings** at SHS and SMS in favor of portable, handicapped accessible portalets. Buildings are not sanitary and have become mosquito infested. Consider reuse as storage facility.

**Renovate Hyde Park skate park.**

Cost estimates needed. Establish a committee of interested citizens. Private donations being sought. Matt Martel POC. Concerns about policing that area.

**Enhanced security at outdoor venues**

Security cameras and police patrols at the sites of interest - Kealy Field, Hyde Park, West Stafford School

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