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CITY OF FITCHBURG

Board of Park Commissioners

718 Main Street
Fitchburg, Massachusetts 01420

James McGrath (*Chairman*)
Mary Whitney (*Vice-Chair*)
Dave Brooks
Mary Cringan
Colby O'Brien

James Bunnell
Recreation Director

FITCHBURG CITY CLERK

Nov 13 2023 1:58 pm

Board of Park Commissioners Meeting

Date: Tuesday October 10th, 2023

Location: West Conference Room, Fitchburg City Hall, 718 Main Street

Call to Order:

The Tuesday, October 10th 2023 meeting was called to order by Dave Brooks at 5:33 pm.

Commissioner Members Present: Mary Cringan, Dave Brooks, Colby O'Brien

Also Present: Parks and Recreation Director James Bunnell, Recreation Assistant Ama Baker, DPW Commissioner Nick Erickson

Absent: Commissioner Jim McGrath, Mary Whitney

Public Comment: *Pete approached the Board of Park Commissioners with a concern regarding the Rock Walk. It has been operating for 7 years and typically 35-95 people attend.*

Finding funds is tough, they get grants through the Greenway. Their last grant was \$5,000. Currently, their Grant writer has resigned, leaving them in a tough situation.

Pete showed up with a Comprehensive Plan for 1969. In that plan, Rollstone Hill becomes a "passive park". Pete asked that the Board of Park Commissioners put this topic down on the November Agenda.

They are 75% done in stage 1. If the City of Fitchburg makes Rollstone Hill a city park, there would be help from city funding.

Prior Meeting Minutes: *A motion was made by Mary Cringan and seconded by Dave Brooks to approve the minutes from the September 5th meeting. Motion Approved 3-0*

Department Reports:

Friends of Coggs Hall Report:

Mary Cringan reported:

- *Grant submitted for Coggs Hall concert and Fitchburg Cultural Council*

A motion was made by Dave Brooks and seconded by Colby O'Brien to approve the report. Motion Approved 3-0

Riverfront & Trails:

Tabled

Community Development Report:

James Bunnell reported:

- *Amy stated there was nothing they could do regarding the project's budget besides repitch the idea to someone else to get it cheaper.*
 - *They had already adjusted their previous quote by taking out all extras to try and get the quote lowered. It wasn't lowered much.*
- *Both playgrounds will be on hold*
 - *Will resubmit another adjusted quote over the winter season*
- *An idea was mentioned to apply for July 1st funding from ARPA*
- *FSU was discussed as a potential partner since Mama Fitz is right across the street from their Recreation Center.*

A motion was made by Mary Crinigan and seconded by Colby O'Brien to approve the report. Motion approved 3-0.

Parks Maintenance Report

James Bunnell reported:

- *Added barrels to parks; no more metal bins*
 - *Now has a direct connection with Harvey. No more having to contact the Health Department to then wait for Harvey to get back to the Health Department and then back to the Recreation Department.*
- *Little Libraries are all finished*
 - *Charlie installed 4 out of the 5. One library located at Lowe Park was damaged.*
 - *The Department apologized to Charlotte Dunbar (who made libraries)*
 - *Asked to relocate and placed at Phillips Park.*
- *Pool will be winterized by the end of the month and to be boarded up soon*
- *New prisoner group started today*
 - *Those close to being released do landscaping*
 - *Adds 6-8 people to help parks*
- *Splash Pad and park scheduled to get blown out.*
 - *Pool House to be boarded up soon.*
- *Stonehouse still closes for rentals at 6 p.m.; even with "park" closing sooner.*
 - *Last day for rentals is November 12th.*
 - *Stonehouse is completely booked until then*
- *DCR Tour (has given a lot of grant money this past year)*
 - *DCR wants to add trees to downtown and pay for the majority*
 - *They will plant and water*
 - *They would also fix sidewalks around trees*

Colby motioned to accept the report. Mary C seconded. Approved 3-0

Recreation Report

James Bunnell reported:

- *Trick or Treat on Main Street will be held on Saturday, October 28th from 12-2 p.m.*
 - *The Recreation Department will have a table with giveaways and a raffle.*
 - *Kids will play the game "Shut the Box", based on their score will be the number of tickets they win to enter the raffle.*

- *Top prize is The Toothless Monster and a copy of the book*
 - *Give-aways will be a toothbrush with toothpaste, bookmarks, arts, and crafts*
- *Movie in the Park to follow Trick or Treat on Main St at 6 pm. The movie showing is Beetlejuice.*
 - *We have 3 licenses to show movies we didn't get to show in the summer due to rain.*
 - *Thinking of showing them in the Winter during winter break at the legislative building.*
- *The department will be attending the Latin Heritage Event on Saturday, October 14th.*
- *Hygiene kits were put together by Parks and Rec, Sue Christenson, and the school department.*
 - *We made 188 kits and gave them to the school department*
- *The Walking Pass program has started (15) distributed already.*
 - *Our office is the only place we are signing people up.*
- *Applied for Fitchburg Council Grant*
- *Wrote grant for the Splash Park's pad.*
- *PAL Pee Wee Basketball Registrations have begun*
 - *Season will start soon and consist of 6 weeks.*
 - *The total of registrants is 150, which is 30 more than last year*
 - *Biddy league to start registrations soon*

New Business:

- *New Website*
 - *Will be worked on during the winter*
 - *If Anything to be added please let the department know*
 - *Fitness Park Wall Design*
 - *Need a base wall design*
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Motion to adjourn the meeting by Colby seconded by Mary C. Approved 3-0

The meeting adjourned at 6:33 pm