



RECREATION, ARTS & CULTURAL AFFAIRS COMMITTEE

AGENDA/ MINUTES

Thursday, March 3, 2022 – 8AM
Virtual WebEx Meeting

ORDER OF BUSINESS

- 1. Call meeting to Order**
- 2. Roll Call**

Trustee Hartshorn Hilton
Trustee Jones
Peter Travers, Director of Recreation & Cultural Affairs
Sara Keffer, Recreation Leader/ Recording Secretary

3. APPROVAL OF MINUTES

4. PUBLIC COMMENTS

Jessica Miller - Reported that a RFP went out for a landscape architect. Ms. Miller inquired about how the Recreation Department will be engaging with the landscaper and if new playground equipment was going to be ADA compliant with solar lighting for the walkways. Trustee Jones said the playground will be installed with next year's budget. The conservancy asked the building along the side of the park to put up some type of green wall but right now it is a big grey wall. The conservancy also inquired about the big movie screen that is brought in by the Recreation Department.

5. REPORTS

1. Recreation
 - A. Program Update - Director Travers
 - a. Spring Programming - There is a 10% increase in baseball players this year compared to this year. Field Hockey is completely full. Senior Programming has had good feedback and is working to offer a second set of classes for the spring. SOPAC confirmed they have space in the Loft.
 - b. Pool Programming - The Recreation Department has seasonal job postings on the Village website. Swim Team registration will open in April. The Department is also looking for aqua zumba and aerobics instructors to offer senior programming at the pool. Trustee Jones inquired about free swim lessons with the help of the YMCA. Director Travers reported that the YMCA is



short staffed but the swim lessons could ideally be scheduled before the pool opens.

- c. Summer Camp - Camp registration opened up earlier than normal due to the camps in the other area opening registration early. To increase enrollment we need more staff. Baseball Summer Camp registration is also trending well.

2. Cultural Arts and Events Update - Director Travers

- a. Black History Month Recap - Trustee Jones' Walk/Run events went very well with a lot of good feedback from the participants.
- b. Women History Month - The Recreation Department is partnering with Maplewood on many events. Assistant Business Administrator [Julie Doran](#) and Director Travers are working together on advertising.
- c. Watershed Poetry Event - Theresa Burns scheduled two readings. They will be scheduled on Sunday, March 13, virtually.
- d. The Undercover Music Festival - This event is going to be in the parking lot on Sloan Street.

3. Facilities & Capital Projects - Director Travers

- a. Baird Update - The project timeline has been updated and is expected to be on track, if everything they ordered will show up on time. There are some variables out of the contractor's control that may push the December completion date further up into early 2023. Director Travers is working on the technical installation for audio/visual and intercom systems. State furniture contracts were contacted but the contact information is not up to date. Trustee Jones offered to give the contact person for Andersen.
- a. Carter Park Update - The sculpture has been ordered. The artists are working on fabrication and ordering supplies to get it installed by Mid-April with a ribbon cutting. The stone was moved closer to the box garden. The playground structure gets very hot in the sun and is in need of a shade structure. The structure will need to be 16ft above the structure. Trustee Hilton inquired about more tree plantings. Director Travers reported that they did not plan for it for now but if the ash tree assessment comes back and can't be saved they will look into additional plantings.
- b. Cameron Recreation Area - With over 820 responses with 80% being residents. The architect firm is being met today to go over the survey results and conceptual ideas. There will be a virtual public meeting next week. Trustee Jones and Trustee Haskins will attend.

6. OLD BUSINESS

- 1. Parks Administration - Director Travers reported that Trustee Brown still needs to reach out to Business Administrator [Adam Loehner](#) to go over the Recreation Committee's proposal. The idea is to have the Recreation



Department to the point person for the public for anything parks related, the planning, following proper code, scheduled maintenance, and overseeing the work.

2. Park rentals (birthdays, picnics, parties etc...) - Director Travers got the ok to offer rentals similar to Maplewood with parties of 29 people or less. Rentals will be handled by phone calls until we can find an online option with CivicRec. Director Travers will add the rentals as a fee ordinance change to the next Trustee meeting that does not need to be put under a resolution.
3. Memorial Donations - Trustee Brown reported that Linda Beck was given a lot of feedback on where benches or trees are being placed and the approval procedure involved in projects. There were a few options to address overfun donated benches and trees. One option is to have a memorial wall to save space. Another option is that a bench can have up to three plaques. Trustee Hilton inquired about setting a consistent price for each park or individual parks and making sure the money donated also goes back to the correct park.

9. NEW BUSINESS

- a. Plaque for Memorial Rock - Director Travers is working on what should be printed on the Memorial Rock to match the other ones in the area. Trustee Jones recommended reaching out to John Festa to see if the Veterans have some ideas.
- b. Special Events - Trustee Hilton inquired about if there will be a new special events person and if certain events should be removed. Director Travers and Assistant Business Administrator Julie Doran are working on simplifying the events for the 2022 events calendar.
- c. Arts Meeting - Trustee Jones and Haskins are working on setting up some meeting dates for an art meeting.
- d. Bair Center Room Names - Trustee Hilton suggested to look into getting community involvement to name the different rooms of the new Baird Center. Trustee Jones asked if the room names are not going to be a selling item then to research names of athletes in town as potential names for the rooms. Director Travers stated that during signage meetings to give the rooms standard names but if people wanted to sponsor a room for a certain time with rooms having a permanent label and numbering system.
- e. Rain Garden - Trustee Jones inquired about the follow up on the rain gardens. Trustee Hilton stated that there are two rain gardens that the environmental commission applied for a grant to install. Director Travers has been speaking with Liz at Public Works to go over planting plans for around the Baird that are native, environmentally friendly and low maintenance.

10. NEXT MEETING DATE: Thursday, April 7, 2022



11. ADJOURNMENT 9:03am