



City of Westfield
Parks and Recreation Department
Commission Meeting
February 13, 2019



Commissioners Present: Scott LaBombard, Kenneth Magarian, Douglas Morash,
Vincent Olinski, Sara Unger, Michael Tirrell

Commissioner absent: Robert Veronesi

Staff: David Billips, Director and Scott Hathaway, Dept. Supt and
Peggy Goralczyk, Head Clerk

The meeting was called to order at 6:31pm with Kenneth Magarian presiding

Motion made by Douglas Morash to accept the minutes of January 14, 2019 motion seconded by Sara Unger. All in favor.

Motion passed

Public Participation

1. Cindy Harris, City Councilor, Kathy Sitler, William Babinski, Carmel Steger, Jerry Tomasa, Bill Burnette and Mike Raposa.

Old Business:

1. Kenneth Magarian went over the date regarding the public safety information meeting for Sadie Knox Playground. February 27 at City Hall Chambers. Peggy Goralczyk has mailed out notices to the abutters. Kenneth Magarian also requested her to place an ad in in the newspaper.
2. Sara Unger will notify the community police officers that attended the sub-committee meeting last fall regarding the Sadie Knox playground concerns with parking.

New Business or Items for Discussion:

1. Kenneth Magarian welcome Kathleen Sitler, Coordinator for the Westfield Drug Force who is here tonight regarding a permit to use Park Square Friday, August 23, 2019 4:00 pm to 9:00 pm. She went over details and said that it is International overdose day and they will have music, a candlelight, and it is a day to remember those that lost their lives to drug addiction and those who are struggling with drug addiction and battling each day of their life. Family members also attend in support of their love ones or those they lost due to drug addiction.
2. Michael Tirrell asked her how many people attend each year and he wished her the best of luck and said this is great for the community by getting the message across. Kathy Sitler responded about 100 or more. She said the actual day for Drug awareness day is August 31

however that is around Labor Day weekend when people go away therefor she is requesting it earlier on August 23.

3. Cindy Harris, City Councilor also thanked Kathy Sitler for the work that she does to help those that are battling this drug addiction.

Motion made by Vincent Olinski to approve permit for Kathleen Sitler Westfield Drug awareness event at Park Square August 23, 2019. Motion seconded by Sara Unger. Vote as follows: Vincent, Yes, Sara, yes, Michael yes, Kenneth yes, Douglas yes, Scott yes. All in favor.

Motion passed.

4. Kenneth Magarian welcomed William Babinski who is here tonight for a renewal permit and said this is their 98th year holding the Westfield Horseshoe Club at Municipal. Dates are April 22 through September 23 times Monday's 5:30 pm to 9:30 pm

Motion made by Sara Unger to approve William Babinski permit presented tonight April 22 through September 23. Motion seconded by Scott LaBombard. Vote as follows: Vincent, Yes, Sara, yes, Michael yes, Kenneth yes, Douglas yes, Scott yes. All in favor.

Motion passed

5. William (Bill) Burnette is here tonight requesting a permit approval to use Boardman field for the Westfield girls lacrosse team he said this is a renewal from last year and that there are two fields that he works around with other groups. April 1 through June. Michael Tirrell asked him if they had a good turnout last year. Bill responded yes we have a good group of the girls that like to play lacrosse.

Motion made by Sara Unger to approve William (Bill) Burnette, Girls Lacrosse permit presented tonight April 1 through June 15. Motion seconded by Vincent Olinski. Vote as follows: Vincent, Yes, Sara, yes, Michael yes, Kenneth yes, Douglas yes, Scott yes. All in favor.

Motion passed.

6. Carmel Steger, Vice Chairperson of Friends of Columbia Greenway Rail Trail is here tonight requesting approval for a permit to use Kane/Wojtkiewicz Park on Saturday, May 18 at 7:00 am to 8:45 am for a yoga class free for anyone that wants to attend. She invited everyone here tonight.

Motion made by Michael Tirrell to approve Carmel Steger for a yoga class at Kane/Wojtkiewicz Park May 18 permit as presented. Motion seconded by Douglas Morash. Vote as follows: Vincent, Yes, Sara, yes, Michael yes, Kenneth yes, Douglas yes, Scott yes. All in favor.

Motion passed.

7. Kenneth Magarian welcomed Mike Raposa Vice President of Westfield Little League and he is here tonight requesting renewal permits for the ball fields at Sadie Knox, March 15 through October 31 Sunday through Saturday. Weekdays 3:00 pm to 10:30 pm weekends 7:00 am to

10:30 pm, Hampton Ponds Playground same dates times weekdays 3:00 pm through dusk, weekends 7:00 am to dusk, Papermill Playground same dates times same, Cross Street Playground same times. He said these were the same dates and times as last year's permits.

8. Kenneth brought up the 10:30 time and Mike Raposa said we were always out by 10:00 pm. Mike Raposa also brought up his concern for the field conditions at each ball field and asked if they will be groomed or fertilized. Scott Hathaway apologized for the fields last year he was away. He said he wants to have them over seeded and is looking for suitable equipment to help out with that and he has a license to fertilize and his staff can put it down under his license.

Motion made by Douglas Morash to approve Mike Raposa Westfield Little League Vice President permits as presented tonight and times for Sadie Knox, Cross Street, Hampton Ponds and Papermill ball fields Motion seconded by Scott LaBombard. Vote as follows: Vincent, Yes, Sara, yes, Michael yes, Kenneth yes, Douglas yes, Scott yes. All in favor.

Motion passed

9. Jerry Tomasko from Westfield on Weekends' Concert permits for concerts at Park Square June 20, July 18 and August 15 times 4:00 pm through 9:30 pm he has contacted the police dept. and they have applied for an alcohol permit. No rain dates.

Motion made by Sara Unger to approve Jerry Tomasko Westfield on Weekends at Park Square on June 20, July 18 and August 15 times 4:00 pm to 9:30 pm. Motion seconded by Douglas Morash. Vote as follows: Vincent, Yes, Sara, yes, Michael yes, Kenneth yes, Douglas yes, Scott yes. All in favor.

Motion passed

10. Kenneth Magarian read the following: Commissioner's shall annually in the month of February organize by electing a chair person secretary and pro temp or per section 11-15 organization. Vincent Olinski recommended keeping Kenneth Magarian, Chairperson, Michael Tirrell Pro-Tempore and Kenneth recommended Vincent Olinski remain as Secretary.

Motion made by Douglas Morash to approve Kenneth Magarian as Chairperson, Michael Tirrell as Pro-Tampere and Vincent Olinski as Secretary from February 2019 to January 2020. Motion seconded by Sara Unger. Vote as follows: Vincent, Yes, Sara, yes, Michael yes, Kenneth yes, Douglas yes, Scott yes. All in favor.

Motion passed

11. Michael Tirrell said subcommittee members regarding the seasonal staff salaries tabled last month were himself, Vincent Olinski and Scott Hathaway. They will revisit salaries each year between December through February and then meet with the Mayor for review. He went over the state minimum wage chart and says research has been done with other recreation departments (attached) and we want to keep in line with them and the goal is to keep the returning staff that do a good job by offering the incentive raises. He said we decided to keep the specialist salaries the same. Baseball, Soccer and Basketball supervisors to increase this year to

\$12.00 hr. for 2019 and we will review next year. Day Camp Directors, Day Camp Leaders and Playground Leaders, Playground Directors recommendation (see chart). He also said in the next four years the minimum wage rates could be a challenge for the city if budgets are ever an issue.

12. Vincent Olinski said he spoke with Agawam Parks and recreation director and they are all going to the state minimum wages increases to their staff as well.

Motion made by Douglas Morash to approve subcommittee members seasonal salary schedule presented tonight for soccer, baseball, and basketball supervisors to \$12.00 hr. and new rates for playground leader, playground directors, day camp leaders and day camp director per salary chart presented tonight. (Chart Attached) Michael said the next step is to make commendations to the Mayor for his review. Motion seconded by Michael Tirrell. Vote as follows: Vincent, Yes, Sara, yes, Michael yes, Kenneth yes, Douglas yes, Scott yes. All in favor.

Motion passed

Reports:

1. Jim Blascak, Program Coordinator is out tonight. (Attached) Scott Hathaway went over the fishing program and food program that offers a cooking class. He explained the fishing instructor wanted to teach the youth this year and he hopes to get him to offer adult fly fishing lessons next year.

2. Michael Tirrell Said that he attended the Father/ Daughter dance Friday and went over the history for new commissioners. The program was originally under the department and then went under the parks and recreation foundation and now is back under the department this year. He said the event went very well that Jim Blascak did a great job and it went smooth this year. We had a new photographer who gave the photo on the spot and the DJ was very good. Overall is was very organized this year and over 200 people attended the event at the Tekoa County Club.

3. David Billips said he has a meeting coming up this Friday with Eversource regarding the parking lot at Sadie Knox. They might want to move it over. He said he will inform the commissioners of the meeting results. He also said the parking lot might be on hold for a year and we can put in gravel or grade the parking area. He said we have the key back and we will make it work this year for parking.

4. Scott Hathaway handed out his report talked about Whitney Playground and is going to look into laser grading the invasive plants. He handed out pictures of a gate he would like to put in at the entrance and exit. They had talked about having the police department lock it during the evening hours when they patrol the area each night and our staff can open it up during the day. He said that clearing the area out will help to keep drug activities or homeless out of the woods His goal is to opened up the area like the bike trail where it can be appealing again.

Commissioners were pleased with all the great ideas

5. David Billips responded that we could have a follow up meeting with the Police to keep them up to date as they are the ones that recommended locking it up due to vandalism. He said more

homeless people are living in the woods there and drug and alcohol activity is going on. David said this river area is a nice place to go fishing and we can add a couple of picnic tables there to enhance the area.

Motion made by Sara Unger to adjourn, motion seconded by Michael Tirrell.

All in favor

Motion passed

The meeting ended 7:42 pm

The next meeting is March 11, 2019

Documents:

Schedule of bills

Permits

Staff salary charts

Reports

Pictures of gates at Granville Reservoir as an example

Reviewed and approved by Vincent Olinski, Secretary of Commission

Summary of comments provided by Peg Goralczyk, Head Clerk

