



Parks and Recreation Commission Meeting  
March 8, 2021  
6:00 p.m.

**Via Remote Participation**

Commissioners Present: Jane DeBarbieri, Kenneth Magarian, Douglas Morash, Vincent Olinski, Michael Tirrell, Sara Unger and Robert Veronesi

Commissioner Absent: Scott LaBombard

Staff: Francis Cain, Acting Director and Jim Blascak, Program Coordinator

The meeting was called to order at 6:01 p.m. via remote participation with Michael Tirrell, Chairperson presiding asking commissioners for a voice roll call by calling out a "Yes".

Kenneth Magarian yes, Sara Unger, no answer, Jane DeBarbieri yes, Vincent Olinski yes, Robert Veronesi yes, Michael Tirrell yes, Douglas Morash yes, and Scott LaBombard no answer.

Michael Tirrell read out loud the updated open meeting laws as presented on agenda

Michael Tirrell asked if anyone had any questions regarding the zoom February 8, 2021 minutes and if anyone wanted to set motion.

Jane DeBarbieri said on question # 88 that it needs to be amended on the past meeting minutes and that she wanted to clarify that Kenneth Magarian and herself had an agreement that if the tennis courts were to be refurbished that the lines would really need to be distinguished in color so they could be used for both tennis and pickle ball for both sports. She said pickle ball will definitely surpass tennis as a sport and people are going to want to play pickle ball and she is in favor of the tennis courts getting refurbished because they are cracked and not in good condition. She brought up last month's agenda where David Flaherty said someone might be willing to donate funds to refurbish the tennis courts. (Douglas Morash said he would reach out to the office to make that change)

Michael Tirrell called out for a roll call vote with that amendment change in place for # 88 of February 8 minutes. Motion made by Douglas Morash to accept the amended minutes to line # 88 of February 8, 2021, minutes motion seconded by Jane DeBarbieri Roll call vote as follows: Kenneth Magarian yes, Jane DeBarbieri yes, Vincent Olinski yes, Robert Veronesi yes, Michael Tirrell yes, Douglas Morash yes. Motion passed.

Michael Tirrell said he spoke with Jeff Burke via email who is listed on agenda and he will attend the April 12 meeting regarding the skateboard park to give him plenty of time to get his presentation together.

Public Participation via zoom:

1. Jason Adams Permit--Girls Lacrosse
2. Matthew Collins- Permits-Municipal, Sadie Knox, Boardman, Whitney
3. Cheryl Crowe -Hampton Ponds Playground words of gratitude

Business or Items for Discussion:

1. Michael Tirrell welcomed Jason Adams who is here tonight requesting a renewal permit for the Westfield Youth Girls Lacrosse at Boardman field March 15 - June 18 times 5:30 p.m.-7:30 p.m. Monday - Sunday and asked him to go over it. Jason Adams said they have been requesting this field every year for five years now and they work around the St. Mary's lacrosse program they share the fields and take turns lining them. He explained the girl's lacrosse program is for ages 5/6 and 7/8 grades.
2. Michael Tirrell asked commissioners if there were any questions and called out for a roll call vote.

Motion made by Kenneth Magarian to accept the Westfield Girls Youth Lacrosse permit as presented motion seconded by Jane DeBarbieri Roll call vote as follows: Kenneth Magarian yes, Jane DeBarbieri yes, Vincent Olinski yes, Robert Veronesi yes, Michael Tirrell yes, Douglas Morash yes.  
Motion passed.

3. Michael Tirrell welcomed Matt Collins, St. Mary's School Supt. requesting permits for Municipal Playground Tennis Courts April 26 - July 14 Monday - Friday times 2:45 p.m.-6:00 p.m. Sadie Knox Playground for softball April 26 - July 14 Monday-Friday 2:45 p.m. to 6:00 p.m. and Lacrosse at Boardman fields April 26 - July 4 Monday - Friday 2:45 p.m. - 6:00 p.m. and asked Matt Collins to go over them.
4. Matthew Collins says these are renewal permits and went over details of softball at Sadie Knox and he will work with Little League and they would like to start practicing now when fields are not that wet. He said he would like to add Whitney field to the permit for back up to play softball if Sadie Knox is not available with Little League. He also said that David Flaherty reached out to him regarding the tennis and they will work around his schedule and brought up the school may have an opportunity to play tennis at Stanley Park. He also said that if the city needs a donation to the tennis courts he could ask the school for funds and appreciates the commission for using the areas without charging any fees. He explained the lacrosse program and that he works around the girl's lacrosse program at Boardman field.
5. Michael Tirrell said we can check off Whitney field permit just in case Sadie Knox is not available that will be no problem. He asked commissioners if there were any questions and called out for a roll call vote.
6. Jane DeBarbieri brought up to that the tennis courts may be refurbished with a donation from the last meeting and explained the different colors that will be used for lines to separate tennis and pickle ball on the courts, right now they are in tough shape.
7. Matt Collins responded that sounds like a great idea if the tennis courts do get refurbished and they look forward to using the tennis courts for the St. Mary's tennis program this spring and summer and thanked everyone and said all the other schools are already practicing with sports programs.
8. Robert Veronesi brought up that his wife Karen is on the softball committee with the state and the MIAA Task Force has all games starting for high schools on May 6 with practices starting the third week in April.

Motion made by Vincent Olinski to accept all the permits for Matt Collins school programs at St. Mary's High School as presented tonight adding Whitney Playground to the permit motion seconded by Robert Veronesi Roll call vote as follows: Kenneth Magarian yes, Jane DeBarbieri yes, Vincent Olinski yes, Robert Veronesi yes, Michael Tirrell yes, Douglas Morash yes.  
Motion passed.

9. Douglas Morash asked Matt Collins to talk to Little League reps for softball at Sadie Knox and usually the programs run no later than June 30. Matt Collins responded he agrees and explained they have tournaments dates that end around that date.
10. Michael Tirrell welcomed Patrick Callahan from Eagle Scouts requesting to do a project at Municipal Playground and said everyone received an email of the playscape structure and asked Patrick Callahan to go over his project.
11. Patrick Callahan went over the project of the post mounted communication board at Municipal Playground and he picked this location because a lot of children attend there. The playscape structure is an alternate and commercial piece of equipment for children who are deaf, mute or have ADHD or any child that struggles with speech, autism or any other learning disability and the communication board communicates with the children when touched. He said kids have been dealing with COVID 19 and they are ready to get out there and play outside and on playground equipment. They have had to struggle with school, social skills and when they are not in school they have no communication skills and this outdoor communication board equipment would be good for them and he is willing to raise funds and install it for his Eagle Scout project.
12. Michael Tirrell told Jim Blascak to contact Scott Hathaway or Fran Cain of areas with dig safe, regarding any electrical lines would be a good idea first before we decide on the location and or installation area.
13. Michael Tirrell asked Patrick Callahan how he would fund it and asked Jim Blascak where at Municipal it would be installed. Jim Blascak responded near the playground and gazebo would be a good spot but we can take a look around.
14. Patrick Callahan said he would set up a go fund me page if he is allowed and will fundraise the money for the play structure. He will get back to us on an update on his fundraising efforts this summer as it is on sale now for 50x13 size of \$ 1, 279.20 per emailed picture.
15. Michael Tirrell said we would have to look into the gifts amount to the city and have it accepted and then have Scott Hathaway and his crew supervise the project. He explained he approves the idea and to coordinate with the parks and recreation dept. and get on the agenda when he is ready with an update.
16. Kenneth Magarian asked if this request will come back to the commission before it begins.
17. Michael Tirrell responded that we can vote on the idea tonight however once Patrick Callahan has all the funds raised and ready to go then we will request he get back on the agenda so we can finalize everything.
18. Jim Blascak said possibly by then we will have the location at Municipal.
19. Michael Tirrell asked commissioners if there were any questions and called out for a roll call vote to accept the idea of the communication board for Patrick Callahan's Eagle Scout project at Municipal Playground.
20. Motion made by Kenneth Magarian to accept Patrick Callahan's Eagle Scout project and idea of a communication board at Municipal Playground as presented tonight motion seconded by Robert Veronesi Roll call vote as follows: Kenneth Magarian yes, Jane DeBarbieri yes, Vincent Olinski yes, Robert Veronesi yes, Michael Tirrell yes, Douglas Morash yes.  
Motion passed.

21. Michael Tirrell thanked Patrick Callahan and said he looks forward to him coming back to the commission with his update.
22. Michael Tirrell brought up next line item on agenda per Tammy Tefft, Purchasing Director the Contract Signature form from the July 27 minutes needs to be amended due to David Billips retiring and Francis Cain now serves as the Acting Director and Acting Dept. Head and remove the former director name and just keep Francis Cain on and no form required at this time. He said this is due to the fact that David Billips retired and Francis Cain is the acting person now replacing him. He asked if anyone had any questions and called out for a roll call vote.

Motion made by Douglas Morash to amend the Contract Signature Authorization form removing David Billips and adding Francis Cain as Acting Director/Dept. Head motion seconded by Vincent Olinski Roll call vote as follows: Kenneth Magarian yes, Jane DeBarbieri yes, Vincent Olinski yes, Robert Veronesi yes, Michael Tirrell yes, Douglas Morash yes.  
Motion passed

23. Michael Tirrell brought up Authorization Signature form emailed for Francis Cain who now serves as Acting Director and Dept. Head and based on chores he is happy with the department for him to sign the following: Hours and payroll register, expended transfers, schedule of bills, ID charges, invoice maintenance, payroll maintenance, transfers and schedule of department payments to treasurer and asked if anyone had any questions and called out for a roll call vote

Motion made by Vincent Olinski to accept authorized signature form emailed for Francie Cain and applicable functions checked off as presented for Francis Cain as Acting Director/Dept. Head motion seconded by Douglas Morash Roll call vote as follows: Kenneth Magarian yes, Jane DeBarbieri yes, Vincent Olinski yes, Robert Veronesi yes, Michael Tirrell yes, Douglas Morash yes.  
Motion passed

24. Michael Tirrell read the next authorization signature form emailed for Scott Hathaway in an event of an emergency, extended absence or disability in the absence of Francis Cain Acting Director/Dept. Head to sign the following: Hours and payroll registers, expensed transfers, schedule batches, ID charges, invoice maintenance, payroll maintenance, transfers and schedule of dept. payments to treasurer. He asked if anyone had any questions and called out for a roll call vote

Motion made by Douglas Morash to accept authorized signature form for Scott Hathaway in the absence of Francis Cain as presented tonight on applicable functions read as presented motion seconded by Robert Veronesi Roll call vote as follows: Kenneth Magarian yes, Jane DeBarbieri yes, Vincent Olinski yes, Robert Veronesi yes, Michael Tirrell yes, Douglas Morash yes.  
Motion passed

25. Michael Tirrell said on behalf of himself and Douglas Morash and on behalf of the Hampton Ponds group with concerns at the Hampton Ponds Playground we are happy to inform the commission that the law department sent an email to the Police Chief informing them that the Hampton Ponds Playground is not a lighted ballfield and hours are dawn to dusk. He went over the last meeting with Cheryl Crowe and the concerns with the after of hours of operation and wanted to potentially have the ordinance changed or reworded regarding lights in a parking lot and questioned as a lighted park open until 10:30 p.m. and is a non- lighted park that opens at dawn and closes at dusk. When he talked to the law dept. it was decided that Hampton Ponds Playground is not a non- lighted park. Essentially it was Shanna Reed from the law dept. that made the decision. She then sent a memo email to the Police Chief who then sent communication out to the police officers of that change that the Hampton Ponds Playground is a non- lighted park open dawn to dusk so they can enforce people

out of the park after dusk and hopefully this will resolve the issues that have taken place there. He said he drove by Hampton Ponds Playground a couple of weekends ago in the early morning hours he saw the new sign up on the pole and noticed trash everywhere, pizza boxes, beer cans/bottles beer boxes and empty soda bottles. He is not sure if the trash was there for a long period of time or recently.

26. Michael Tirrell welcomed Cheryl Crowe and asked her what she wanted to share with the commission.
27. Cheryl Crowe responded that she wanted to personally thank the whole commission especially Michael Tirrell as they worked together on this and she was amazed how quickly this was resolved. She also informed Ray and her neighbors and they are thrilled. She also wanted to thank the staff for their generosity for getting a sign up there so quickly she said she called Peg Goralczyk at the office after Michael Tirrell told her to. She said the Hampton Ponds Association has some money and she was willing to donate for a new sign but was impressed the sign went up so quickly by the dept. she drove by and its right on the pole and looks great. She also said since the sign went up she has not seen any activity at night time at Hampton Ponds playground and she told her neighbors to call the police right away if they see any one in there after dusk. She expressed her gratitude to the commissioners and said from the bottom of her heart she is so thankful what the commission did and it means a lot to her and her neighbors to have this finally resolved.
28. Michel Tirrell thanked Cheryl Crowe for her input and help bringing this to the commission's attention and asked if anyone had any questions for her.
29. Kenneth Magarian said he was not aware signage was put up and is glad it was.
30. Cheryl Crowe said yes, the signage is up and if it wasn't soon she was going to help out by getting one from the Hampton Ponds Association. She says the sign is really lit up when her car headlights shine on it at night and thinks people are getting the point now.
31. Robert Veronesi asked if there were monetary fines if someone is in there after dark.
32. Cheryl Crowe responded she does not believe so but possible the police give a warning then the second time issue a fine.
33. Michael Tirrell said the police department must have some type of citation but he is not sure how it works.
34. Robert Veronesi said if fines don't work then maybe a couple of hundreds of dollars or lose their driver's license will work.
35. Michael Tirrell said it is in the hands of the police department now and hopefully issue citations accordingly because fines are not in our jurisdiction and thanked Cheryl Crowe for attending tonight's meeting.
36. Cheryl Crowe responded she hopes the police dept. will issue fines after dusk and fines for dumping beer cans and trash all over.
37. Michael Tirrell asked if everyone receive schedule of bills and does anyone have any questions
38. Sara Unger joined in via zoom apologized for being late

Schedule of bills-Designated board members Vincent Olinski and Robert Veronesi (Emailed)

Staff Reports:

39. Jim Blascak, Program Coordinator said the brochure went to Graphic Image Design and the dept. continues to take signups for spring and summer programs. Job application for summer staff for playground and day camp leaders are posted and close May 3. (Emailed report)
40. Jane DeBarbieri suggested to Jim Blascak to offer a fall pickle ball program for a child/parent together and mentioned in the Westfield Newspaper the article explained the Westfield Pickleball group received a grant to promote pickle ball and there are twenty-four paddles and balls in the shed if we need to use them for the pickle ball program. Jim Blascak responded it sounds like a good idea.
41. Scott Hathaway- Report emailed Jim read his report. -Sign put up at Hampton ponds Playground that reads " Open dawn to dusk police take notice" and a quote for cameras at the garage per Fran Cain Acting Director with a quote of \$1,576.86 price includes cameras and licensing
42. Kenneth Magarian asked what this was all about and Michael Tirrell called out to Fran Cain for his input.
43. Fran Cain responded that all the facilities have cameras, water, treatment plant and they will install one over by the highway garage and the parks and recreation garage and office on all entrance and exits. He explained this is to see what is going on at the facilities and that this is nothing new.
44. Michael Tirrell asked Fran Cain if we need to vote on an action and Fran Cain responded no nothing needs to be done and this is nothing new to the operation of departments.
45. Kenneth Magarian asked if a Director of Public Works or Dept. Head was hired and Fran Cain responded they are doing interviews.

Michael Tirrell called for a motion to adjourn the meeting. Motion made by Robert Veronesi to adjourn motion seconded by Jane Debarbieri Roll call vote as follows: Kenneth Magarian yes, Jane DeBarbieri yes, Vincent Olinski yes, Robert Veronesi yes, Michael Tirrell yes, Douglas Morash yes. Motion passed

The next commission meeting is April 12

Documents used:

Schedule of bills-Emailed

Reports

Cheryl Crowe-Email regarding Hampton Ponds Playground and Curfew and lights ordinance

Permits -Use of Are forms

Reviewed and approved by Douglas Morash, Secretary of Commission

Typed organized by zoom video: Peggy Goralczyk, Head Clerk