



Regular Meeting of the Longmeadow Board of Park Commissioners
Tuesday, October 8, 2019
Greenwood Center- Meeting Room COA Wing
Longmeadow, MA 01106

Present: Chair Rakas, Vice Chair Horowitz, Commissioner Berke, Director Jarvis, Assistant Director Judd. Select Board Member Marie Angelides was in attendance.

- I. Public Participation-** Rebecca Townsend, 160 Ely Road.
- II. Approval of the September 10, 2019 Meeting Minutes-** A motion was made by Vice Chair Horowitz to accept the September meeting minutes, seconded by Commissioner Berke. The motion was carried unanimously.
- III. Community Preservation Committee Update-** No report
- IV. Parks & Recreation Department Financials-** Director Jarvis updated the Board on the department's financials. She informed the Board of some larger purchase made in the Daycare program for furniture and supplies that were overdue and in need of replacement. Daycare enrollment is continuing to trend well and will begin to increase this winter with additional enrollments in the preschool program, the School Age program enrollment continues to be high.
- V. Old Business**
 - a. **Wolf Swamp Project-** Vice Chair Horowitz informed the Board that he and Director Jarvis had met at Wolf Swamp Field on October 8, 2019 with Milone and MacBroom a consulting firm that provides engineering, planning, landscape architecture and environmental sciences services to discuss the scope of the project.
 - b. **Greenwood COA Construction-** Director Jarvis reported that she continues to receive the weekly report updates on the construction and that all is moving along as planned.
 - c. **Town Field Inventory-** Tabled until after the October 21, 2019 stakeholder meeting.
 - d. **Park Board Opening-** There are no applicants for the (1) opening at this time, Director Jarvis will use the Departments Facebook Page to advertise the opening.
 - e. **Open Space Plan-** Director Jarvis reported that the Interim Town Manager has signed the PVPC contract and all is moving in the right direction.
- VI. New Business**
 - a. **Stakeholder meeting for CPC Landscape Plan for Bliss and Laurel Parks-** Director Jarvis reported that the project will begin in the spring and she has begun to gather the information requested and will get it to the Conway School students
 - b. **James Russell tribute-** The Board discussed different options to pay tribute to Mr. Russell; Director Jarvis will research different bench and plaque options for this.
 - c. **Strategic Initiatives-** Director Jarvis expressed her interest in bringing in an outside vendor to conduct a vision session with the board this winter to aid in moving forward with larger department initiatives and creating a five to seven-year plan for the department.
- VII. Announcements-** Next meeting of the Board of Park Commissioners will be on Tuesday November 12, 2019 at 6pm in the Greenwood Center Council on Aging Meeting Room
- VIII. Adjournment-** A motion to adjourn was made Commissioner Berke and seconded by Vice Chair Horowitz.
Meeting was adjourned at 7:18pm.

Respectfully submitted,
Cristina Judd, Recording Secretary