



TOWN OF AVON
2023 JAN 11 A 9:05
TOWN CLERK

Avon Park and Recreation Commission
65 East Main Street, Avon, MA 02322

Daniel Hart, Chairperson
Marci Kovick, Commissioner
Matthew Ferro, Commissioner

Benjamin Chapman, Vice Chairperson
Jocelyn Lyons, Commissioner
Jennifer Mayo, Recreation Director

June 22, 2022

Members present: Benjamin Chapman, Vice Chairman
Jocelyn Lyons, Commissioner
Marci Kovick, Commissioner
Matthew Ferro, Commissioner

Others present: Jennifer Mayo, Recreation Director

Not present: Daniel Hart, Chairman

Vice Chairman Chapman called the meeting to order at 6:38 pm, with all members present. He announced that this meeting of the Park and Recreation Commission is being conducted via a hybrid method. The public may attend the Park and Recreation meetings in-person or may continue to participate via remote access. Until further notice, in-person attendees, who are not vaccinated, will be recommended to wear a mask. Vice Chairman Chapman reminded the viewing audience those persons who would like to view this meeting while in progress may do so through the website application Zoom.

Minutes

Commissioner Kovick made a motion to approve the minutes of June 1, 2022, as written. Commissioner Lyons second the motion. Commissioner Kovick voted aye. Commissioner Ferro voted aye. Commissioner Lyons voted aye. Vice Chairman Chapman voted aye. The motion carried.

The minutes of June 8, 2022, tabled to a future meeting.

Miller Tracy mural/playground

The Board requested more time to review the playground inspection reports. Vice Chairman Chapman updated the Board that the fence at Miller Tracy playground is still broken, Commissioner Lyons will go by to look and let the Board know the status.

Tennis Courts

Chairman Hart and Vice Chairman Chapman met with the Town Administrator to begin discussions on possible updates to the tennis courts. Some topics that were discussed include: a survey to residents, a community forum, Fagan Drive location, and an article for Annual Town Meeting.

Recreation Director Mayo will update the Board when the proposal from Sport Court MA is received.

Department Head meeting update

No update. Tabled to a future meeting.

Summer Program

Recreation Director Mayo updated the Board on the Summer Program, we have 175 registered participants for 2022, DPW will loan us use of their storage container for supplies, and DPW will set up the tent at the playground. The Board discussed how the tent will be secured and placement.

Commissioner Kovick made a motion to purchase ten to twelve barrels, as requested by DPW, to secure the tent at Butler that will be used for the Summer Program. Commissioner Lyons second the motion. Commissioner Kovick voted aye. Commissioner Ferro voted aye. Commissioner Lyons voted aye. Vice Chairman Chapman voted aye. The motion carried.

The Board discussed a parent request to gift 12 unused days of their Summer Program registration to another unregistered family.

The Board discussed a late registration. The request was from an Avon family, new to the public school system. The child will be entering first grade at Butler in the fall.

Recreation Director Mayo will send all opening day information, helpful reminders, and summer calendars to all registered families next week.

Use of space request

The Board discussed a use of space request for the Civic Center. The group would like to hold summer practice for current AMHS band students. The group would use the space one afternoon a week for one and a half hours, beginning July 11, 2022, through August 29, 2022.

The Board has further questions before they can approve the request. Tabled to a future meeting.

Avon Civic Association requests

The Board discussed two requests from the Avon Civic Association, including: porta potty rentals and picnic table purchases for DeMarco Park.

Commissioner Lyons made a motion to approve the rental of two porta potties to be placed at DeMarco Park for the summer concert series. Commissioner Kovick second the motion. Commissioner Lyons voted aye. Commissioner Kovick voted aye. Commissioner Ferro voted aye. Vice Chairman Chapman voted aye. The motion carried.

Commissioner Kovick made a motion to approve the purchase of three picnic tables, one handicapped accessible table and two standard tables, to be placed at DeMarco Park. Commissioner Lyons second the motion. Commissioner Lyons voted aye. Commissioner Kovick voted aye. Commissioner Ferro voted aye. Vice Chairman Chapman voted aye. The motion carried.

Field permit request

No request was received.

End of the year budget

The Board discussed the banner, promo items and projector purchases.

Commissioner Lyons made a motion to purchase an Epson projector from Amazon, at a cost of \$369.99. Commissioner Kovick second the motion. Commissioner Kovick voted aye. Commissioner Lyons voted aye. Commissioner Ferro voted aye. Vice Chairman Chapman voted aye. The motion carried.

Community Movie Night (CMN)

Recreation Director Mayo updated the Board on planning, the use of space request was approved by Mrs. Shaw and awaiting approval from the Superintendent, Joe's Eats and Treats and Ellie's Treats are not available for our date. Recreation Director Mayo will contact 2 GO LLC to ask for availability of food truck and slush cart.

The Board discussed options for families to register for the free event to help with planning.

Discussions

- Next meeting will be July 12, 2022
- Recreation Director Mayo will meet with DPW to discuss the inspection report for the Carl Lundgren playground before the start of the summer program
- Commissioner Kovick recommends adding a review of playground signs to a future agenda
- Damaged bleachers at the Butler field have been repaired by DPW
- The shredder truck will be at town hall on June 29, 2022, from 10 am until 1 pm
- The ACES camera grant still has funding available
- MyRec software to improve advertising for programs and events

List of documents

June 22, 2022, meeting agenda
Use of space request
MyRec information

Meeting adjourned, June 22, 2022, at 7:48 p.m.

Respectfully submitted,

Jennifer Mayo
Recreation Director

Others present: Jennifer Mayo, Recreation Director

Not present: Matthew Ferro, Commissioner

Vice Chairman Chapman called the meeting to order at 6:39 pm, with all members present. He announced that this meeting of the Park and Recreation Commission is being conducted via a hybrid method. The public may attend the Park and Recreation meetings in-person or may continue to participate via remote access. Until further notice, in-person attendees, who are not vaccinated, will be recommended to wear a mask. Vice Chairman Chapman reminded the viewing audience those persons who would like to view this meeting while in progress may do so through the website application Zoom.

Minutes

Tabled to a future meeting.

Miller Tracy mural/playground

Recreation Director Mayo will make copies of the inspection report for all Commissioners and DPW.

Tennis Courts

Commissioner Lyons Completed the Google form survey and the Board would like to add the option to collect emails. Recreation Director Mayo will share the survey link on social media, town website, through the schools, and email. The survey will stop collecting responses on June 30, 2022.

Department Head meeting update

Recreation Director Mayo updated the Board on end of the fiscal year guidelines.

Summer Program

Recreation Director Mayo updated the Board on the Summer Program, including: the link to late registrations is open, working to complete all town requirements with seasonal summer staff, and waiting to get quotes on storage units for summer program supplies at the playground. Recreation Director Mayo will update the Board with participant numbers on Friday, June 10th when the late registration period ends at 4 pm.

Butler Day

The event has been approved by the Superintendent and will be on Wednesday, June 15, 2022, at 3:30 pm at the Noonan Field. Commissioner Kovick will purchase the snacks and drinks for Park & Recreation and will submit a receipt to Recreation Director Mayo for reimbursement. Recreation Director Mayo and Staff member Michele Goode will help distribute snacks the day of the event.

Noonan field banner

The baseball banner has been delivered to AMHS and the Athletic Director will work with DPW to get the banner in place for the upcoming Butler Day.

End of the year budget

Recreation Director Mayo updated the Board on what has been purchased thus far, including: first aid supplies, t-shirts, staff sweatshirts, and string bags. Recreation Director Mayo will send promotional ideas to the Board to review and will bring banner designs to the next meeting.

The Board discussed the purchase of a projector for movie nights. Recreation Director Mayo will research and bring information to the next meeting.

Community Movie Night (CMN)

The Board discussed location, staffing, bathrooms, and food for the upcoming CMN on August 6, 2022. Recreation Director Mayo will create a slideshow of the Summer Program to be played before CMN, contact the food truck Joe's Eats and treats and Ellie's ice cream truck for availability, and submit a free use of school request for the Butler school to Mrs. Shaw.

Discussions

- Next meeting will be June 22, 2022
- Recreation Director Mayo will bring MyRec.com information to the next meeting
- Remove porta potty from Fagan Drive on June 27, 2022
- Damaged bleachers at the Butler field. Commissioner Kovick will send pictures to Recreation Director Mayo, to be shared with DPW
- Swing stock – 2 baby swings, 12 flat swings and DPW has chains
- Recreation Director received a field permit request and a use of space request, both will be added to the agenda for the June 22, 2022, meeting

List of documents

June 8, 2022, meeting agenda
Promotional items

Meeting adjourned, June 8, 2022, at 7:29 p.m.

Respectfully submitted,

Jennifer Mayo
Recreation Director