



City of Westfield  
Parks and Recreation Department  
Commission Meeting  
March 21, 2016

Commissioners Present: Kenneth Magarian, Martin Nunez, Dawn Sienkiewicz and Sara Unger and Robert Veronesi

Commissioners Absent: Vincent Olinski, Kimberly Irzyk and Renee Wroth

Staff Present: Dave Billips, Director of Public Works, and Jim Blascak, Program Coordinator

Meeting called to order at 7: 01 p.m. with Chairperson, Ken Magarian, presiding.

Motion made by Sara Unger, motion seconded by Robert Veronesi to accept the minutes February 22, 2016. All in favor  
Motion passed

Public Participation: None

New Business or Items for Discussion:

1. Ken informed everyone that the subcommittee meeting members that met last week regarding goals of the department were, Sara, Kim, Jim, Dave and himself.
2. Sara stated that some of these goals were from previous lists. They range from short-range goals, mid range goals to long-range goals. (See attached)
3. Martin went over the long-range goals and informed everyone, you can cross off Mary Noble Wild Life Refuge because that is not a suitable area to develop. He has walked this area and the property is a big hill that has a sheer drop. It goes all down hill. The area overlooks a tobacco farm. We cannot do anything with this land and he went over the Steiger Drive area that is in a neighborhood surrounded by houses and believes it is conservation property. Dave responded he will bring the City's GIS to a commission meeting and put it on the big screen so everyone can view these areas.
4. Ken asked if anyone wanted to add to the goals list. Martin responded that we need to look into developing new property and purchase land through Open Space.
5. Dave informed commissioners that he would like to put together a capital plan, add the goals, and bring it up at the next city council meeting. He showed

commissioners a report on his laptop of his capital projects with his other departments. He will work with Jim Blascak and Peter Miller, Community Development and get money for the Hampton Ponds Playground. Grant money is available. He reminded commissioners that Cheryl Crowe came to the last meeting requesting a jungle gym, and his goals are to develop that area into a better playground. In addition, any big items such as acquiring land he will add to the capital project and stated you have to bring these items up now. Dave would also like to add cameras in all parks.

6. Ken responded this is good news and we will add to the long-range goals list acquiring and developing new recreation areas.
7. Dawn brought up Arm Brook Park had a knocked down tree that damaged the fence and Ed Phillips, Dog Bark Friends President took care of it right away. She also mentioned that a new stair climbing equipment has been put in for dogs to exercise climbing up and down the stairs. Dawn would like to add to goals by expanding the Arm Brook Park by adding in another fence for smaller dogs. Expanding the area was talked about a few years back with the Westfield Dog Bark Friends. There has been increased activity in this park every time she attends with her dog.

#### Reports-James Blascak (See attached)

1. He went over the climbing equipment pictures and prices. He talked to Cheryl Crowe and the children picked out one they like. The cost without delivery, installation, and mulch is 3,200. We could put it together and add mulch in that area with our staff.
2. Sara asked if he knew how high it was and if there were any regulations regarding height. Jim responded we would add a lot of mulch; he was not sure the height of the climbing equipment.
3. Jim stated that Walter Fogg contacted him regarding a WPA Project sign and sent photos of a bronze sign and military markers.(See attached) Walter Fogg wanted to know if he could borrow the WPA project sign for the World Series at Bullens Field. We are not sure where the sign came from. Martin stated that the School was under parks and recreation years ago and they must have renovated the field and Walter Ayers the former parks director stored them at the office.
4. Peg stated Huck Lamb who has passed away donated the markers; the family may have them or Walter Ayers, as he wanted to have them in a museum someday. Walter Ayers served on the Historic commission for many years.
5. Walter Fogg also gave him the sheet regarding Old Mundale Cemetery, we can check to see if we have this in our records and add it. Dawn responded that she will check the records from the library.
6. Jim went over the FY17 budget, highlighted salaries, we have not heard of any increases due to contracts or union negotiations. He has added the Deputy Superintendent position at \$ 64,717.00. Increased PT hourly due to the increase in minimum wage and adding a new playground program at Hampton Ponds. He increased purchase of services to include the tennis courts spring reconditioning because we always run out of city money and have to take it out of the revolving

account and it should be paid with city funds. Supplies were increased for playground arts and crafts and office supplies.

7. Ken asked Jim about the line items in the budget with no money such as In State Travel and Out of State Travel. He would like to see Jim attend a national conference out of state every three years. And if there is any In State then to think about attending if something comes up in the area.
8. Dawn asked Jim if someone wanted one of our brochures where they could find them. Jim responded elementary schools were delivered a couple of weeks ago, city hall basement, the library, we have the brochure on line, and hard copies are outside the office building and at the office.
9. Sara responded that our brochure received great comments on Face book.
10. Dave responded that the department has several programs this spring/summer compared to other communities.

Motion made by Sara Unger to adjourn, motion seconded by Robert Veronesi  
Motion passed

The meeting adjourned at 7:35 p.m.

Next meeting is April 25, 2016 due to the holiday on the 18.

Documents:

Report by Jim Blascak

Reviewed by Martin Nunez, Secretary of Commission

Summary of public comments on remote participation provided by:  
Peg Goralczyk, Parks and Recreation Department