



TOWN OF GRAFTON

GRAFTON MEMORIAL MUNICIPAL CENTER
30 PROVIDENCE ROAD
GRAFTON, MA 01519
www.grafton-ma.gov

2023 NOV - 1 1 PM 0524
RECEIVED TOWN CLERK
GRAFTON, MA

GRAFTON RECREATION COMMISSION

Kristen Belanger, Chair
Stephen Crowley
Kayla Cushman
Adriane Mampe

Cody Herd, Recreation Coordinator
Mary Sevon, Department Assistant

Department Phone: 508-839-8507
Department E-mail: recreation@grafton-ma.gov
Department Website: www.GraftonRec.com

GRAFTON RECREATION COMMISSION

August 7, 2023

A Recreation Commission meeting was held on **August 7, 2023** at the Recreation Office. Commissioners in attendance were Kristen Belanger, Stephen Crowley, and Adriane Mampe. Mary Sevon was also in attendance. Other attendees included Dan and Pam Fitzgerald (11 Patricia Drive).

1. **Call to Order:** Ms. Belanger called the meeting to order at 7:05 pm.
2. **Approval of Minutes:** Mr. Crowley motioned to approve the minutes from the July 10th meeting. Ms. Mampe seconded. All approved. Motion passed 3-0.
3. **Review of Bills:** Bills from July were reviewed. A discussion regarding the RecDesk bill for \$4,100 and Park Warehouse for \$7,004. The RecDesk invoice was the annual subscription of the software used by the Recreation Department for programming. The Park Warehouse invoice covered two picnic tables, two benches and two trash cans that were on the list to be ordered at the end of the fiscal year if there were funds available.
4. **Correspondence:** None
5. **ARPA Funding Update:** There are no updates.
6. **Commissioner Reports – CPC, OSRP, Programming/Events:**
 - CPC:** Ms. Belanger went to the meeting and the discussion was regarding the library cupola and preservation of the cupola for historic/preservation reasons.
 - OSRP:** The committee was reorganized.
 - Programming:** Current events happening are Paddling Nights and Concerts on the Common. There was some discussion regarding having the concerts continue until 8:30PM rather than ending at 8PM. Anzio's Pizza and the Class of 2025 are the two vendors that work the concerts and seem to be successful each night. Feedback for the bands has been positive.

7. **Old Business: Food Trucks:** The Recreation Commission discussed the need for a policy for having food trucks at Recreation events. It needs to address priority, the bid process, and an application process. Basically, the fee, variety, sites, number and who decides was up for discussion. Discussion included having two trucks at events with a complimentary variety of food. Additional trash receptacles should be brought for disposal of garbage. Some events, such as the Big Truck Day might be more conducive to ice cream trucks while the Road Race might be better with health food. Events that would be worthy of food trucks include Road Race, Concerts, Big Truck, Fall Festival, Collectibles, and Movies in the Park. Two trucks would be the maximum per event.

8. **Director/Office Report:** Ferry Street Park plans are still waiting to go based on weather and other issues with the project. It was recommended that the Commission meet on-site at the park once the new Director is in place to physically see the plans and go through the list of actions still outstanding. The hand off and installation is the responsibility of the Parks and Cemetery Department. Mr. Fitzgerald will provide a list of outstanding items and brought up possible new ADA Compliance issues.

9. At 8:00 pm Mr. Crowley made a motion to adjourn. Ms. Mampe seconded the motion. All were in favor. The motion passed unanimously 3-0. The next meeting will be on September 11, 2023 in person.