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TOWN OF AYER  
TOWN CLERK



## AYER PARKS DEPARTMENT

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### **Minutes of April 28, 2020 - Ayer Parks Commission**

Location: First Floor Meeting Room, Ayer Town Hall

**Members Present:** Jason Mayo, Chairman, Kevin Williams, Sarah Gibbons and Jeff Testa (all participating remotely)

**Also Present:** Jeff Thomas, Ayer Parks Director and Heidi Januskiewicz, Beach Manager.

**Absent:** Richard Duran

**At 5:01 PM Mr. Kevin Williams made a motion to open the meeting. Ms. Sarah Gibbons seconded. No discussion. Unanimous vote to approve. (4-0-0)**

### **COVID-19 Concerns**

Chairman Jason Mayo asked Mr. Jeff Thomas to go over the emails that he had sent.

### **Spring Programs**

Mr. Thomas just a discussion on spring programs. The volleyball has been cancelled for the season. Looking for updates on other park programs are doing for soccer U4 and U8 as well as baseball and softball.

Chairman Mayo stated that for baseball they have pushed the start till the end of June, early July to try and have a summer season. Not sure if other teams will do the same, not sure they can play the regular season.

Mr. Thomas asked Ms. Sarah Gibbons if there is any update to what may happen with soccer given the newest update of May 18<sup>th</sup> for a possible date to start programs.

Ms. Gibbons the younger kids, the U4 to U8 are looking to push the season out till early summer. And try to get a season in then. There has not been a decision made for the travel program at this time.

Mr. Thomas asked if the registrations for the U4 to U8 programs should be refunded or keep the registration and let them know that we will try to have a summer season.

Ms. Gibbons stated that it maybe best to offer both, to allow parents to request a refund if they would like or keep the registration for a possible summer date.

Chairman Mayo stated that they sent emails to all those that registered stating that with the current situation a possible start date is later in the season if they want an immediate refund they can or hold their registration for a possible future date.

Ms. Gibbons stated that she can send a similar email to the soccer parents.

Mr. Thomas asked about the travel teams/older kids.

Ms. Gibbons stated that with the notice today of a possible new opening date she thinks she will be hearing from them soon.

### **Summer Camps**

Mr. Thomas sent a calendar to the Commission of all the summer camps that the town offers with start dates times and levels. The earliest camp, which would be soccer, scheduled for June 22 to the 25<sup>th</sup>. Wanted to ask the Commission when they would like advertise registration for camps. Would like to get a message soon, suggested that the Commission send out a notice stating that they will be making a decision on June 1<sup>st</sup> on whether to open or delay due to COVID-19. Wanted to know what the Commission thought of proposed notice of June 1<sup>st</sup> deadline.

Mr. Kevin Williams stated that it would be better to put something out with the suggested date of June 1<sup>st</sup> with more information to come.

Chairman Mayo agreed stating that we will have time from June 1st for people to register before the first camp will start. The projected date for opening now is May 18<sup>th</sup> and there is still time if things get pushed back again to send another notice stating an update on timelines.

Mr. Thomas stated that they typically send out notices to those that have registered before and will send a notice with projected restriction opening on June 1<sup>st</sup> due to COVID-19.

Chairman Mayo asked if there are people lined up to coach and run all the camps.

Mr. Thomas football is still up in the air, but soccer both varsity and JV coached have expressed interest in the camps. Softball and Baseball, he typically runs and has contacted varsity coaches for those as well.

### **Beach, Swim Lessons**

Mr. Thomas stated that he has spoken to Heidi about doing something similar were it is too early to decide now but let people know that they are not accepting registrations now. Let them know that the earliest that they will take registrations is the tentative date is June 1<sup>st</sup>.

Mr. Williams agreed.

### **Beach**

Mr. Thomas the beach and the park can not reopen till May 18<sup>th</sup> due to the Governors order which may change. Ms. Januskiewicz put together a letter for a notice to place at the beach with an idea of what the dates will be. The idea is to not open the beach till June 12<sup>th</sup>, which is the last day of school.

Ms. Januskiewicz thought it would be better to push the date till June 12<sup>th</sup> anticipating the phasing of opening.

Chairman Mayo started that opening will be phased and with the Memorial Day and on the weekends will the end of school, anticipate many people and would have to cap the number of people to keep with social distancing or keep it closed.

Ms. Januskiewicz stated that the gate attendant and lifeguard can monitor the number and cap it if needed to ensure safe distancing.

Chairman Mayo stated that the state will tell the Town/Commission when they can open.

Mr. Thomas stated that they will have to work out several other details including how the lifeguards will interact with people at the beach and number of people allowed. We will need to staff appropriately once the Selectmen give the ok to open.

Mr. Williams stated that people will have to understand that the date will not be the same as in the past and like the idea of putting out the date to let people know.

Chairman Mayo stated that they will have to work out the details of PPE as well.

Ms. Januskiewicz stated that she can get in contact with their vendors to get the PPE that will be needed. Has been working on getting masks for the lifeguards and gate attended.

Chairman Mayo stated that face shields will be needed as well and if the Commission cannot provide the safety materials needed then we should not open.

Mr. Thomas stated that he is opening that the state will offer some guidelines as well for reopening.

Mr. Thomas will put up the notice regarding the beach and parks on to the town's website and social media as soon as possible.

## **Maintenance**

### **Beach**

Mr. Thomas stated that they when Basnett Plumbing come out to de-winterize the bathrooms there were some issues found. The water bubbler needs fixing. The estimate to fix that was \$350.00. Another project that would like to have done at the beach would be to install a shower head and foot washer for people to rinse off that would cost \$820.00 dollars.

Chairman Mayo think that both are a good idea.

**Mr. Williams made a motion to approve the invoice from Basnett for bubbler at \$360.00. Mr. Testa seconded. No discussion. Roll call vote, Mr. Williams, Aye, Mr. Testa, aye, Ms. Gibbons, aye, Chairman Mayo, aye.**

**Mr. Williams made a motion to approve the invoice from Basnett for the shower at the Sandy Pond Beach House for \$820.00. MS. Gibbons seconded. Roll call vote, Mr. Williams, Aye, Mr. Testa, aye, Ms. Gibbons, aye, Chairman Mayo, aye.**

### **Fields**

Mr. Thomas stated that with schools' seasons closed the rush to do work at the high school. It has opened the Commission to do more work. There is a hold on spending from the Selectman. Will contact Mr. Pontbriand to get some parks personal back to work to do some maintenance.

### **Projects**

#### **Storage Building**

Mr. Thomas stated that the building is coming along well and should be complete in a few weeks. There was a \$15,000 bill from National Grid for a new pole and transformer. Mr. Thomas stated that he sent the letter to the Commission. After looking through everything there may still be money left for additional items like future and a mower jack. MR. Thomas stated that he is going to ask Mr. Pontbriand and Ms. Lisa Gabree, Town Account about using another fund to pay for the invoice from National Grid.

The Commission reviewed some pictures of the new building.

#### **Beach Irrigation**

Mr. Thomas stated that the beach irrigation is all set except for water hookup. The system will be a great access to maintain the lawn at the beach. The project was budgeted for \$20,000 but was completed for a little over \$10,000.

### **Personal**

Mr. Thomas rehires would like to rehire everyone from last year for maintenance. Mr. Thomas is still working with MS. Januskiewicz to get the lifeguards and gate attendants worked out.

Ms. Januskiewicz stated that she has 9 lifeguards returning.

Mr. Thomas stated that soon they will have to discuss adding a few junior lifeguards to start training new guards for the beach.

Ms. Januskiewicz agreed.

### **Budget**

Mr. Thomas stated that he sent the proposed budget to the Commission, they are proposing \$6,000 more to cover cost of living increases and bump in minimum wage. At town meeting, which has been moved to June 15<sup>th</sup>, and the Commission has 3 warrant items.

### **Incidents**

Mr. Thomas stated that there were a very few incidents. With the parks and beach closed people have been good about staying way. There have a few people at the perimeter path and have spoken to the police about keeping social distancing. A refuse at the beach after it was locked the fire and police went out a person was hurt. There have been increase in geese on the fields.

### **Soccer**

Ms. Gibbons will send an email with the information that was discussed this evening.

### **Basketball**

Mr. Thomas did not have anything to add outside the camp information. Was able to finish the season before the COVID-19 shutdowns occurred. Only outstanding item is the Ayer/Shirley Boards.

### **Egg Hunt**

Ms. Gibbons stated that the held a virtual egg hunt and it went well and was featured on the front page of the paper.

### **Next Meeting**

Chairman Mayo stated that the projected opening date from the state is May 18<sup>th</sup> and asked what the best date for the next meeting would be.

Mr. Thomas stated that we could do that Tuesday May 19, 2020 at 5:00PM during Town Hall office hours.

**The next meeting is scheduled for Tuesday May 19, 2020**

### **Adjourn**

**At 5:51 PM Mr. Kevin Williams made a motion to adjourn the meeting. Ms. Sarah Gibbons seconded. No discussion. Roll call vote, Mr. Williams, Aye, Mr. Testa, aye, Ms. Gibbons, aye, Chairman Mayo, aye.**