

The Waltham Parks-Recreation Board held the May Board meeting on Wednesday, May 6, 2026, at the Waltham Recreation Department, 510 Moody St, Waltham, MA 02453.

Present were Tom Creonte, Tricia Curtin, John Graceffa, Stacey Tully, Gary Vallerand and Jerry Walker. Absent were Debra Coleman and Jennie Scafidi.

Also present were Director Kim Hebert and Assistant Director Ed Kelley II.

Chairperson Jerry Walker called the meeting to order at 5:30 p.m.

Cyd Abnet, Waltham Times, was recognized as recording the meeting.

A motion was then made to approve the minutes of April 8, 2026, Parks-Recreation Board meeting by Gary Vallerand and seconded by Tom Creonte. All other Board Members were in favor.

The monthly bills were circulated and signed by all Parks-Recreation Board Members.

Director Hebert reviewed the statement of accounts and explained that the accounts detailed the current balances in operational and capital budget accounts. Director Hebert stated that the operating expenses will see a reduction in the special revenue accounts, as the purchase order for Veterans Field softball renovations processed. Summer spending was also underway. All accounts are in good standing.

Next on the agenda was Waltham Youth Hockey represented by league treasurer Paul Aborn. Mr. Aborn summarized the league's season. Mr. Aborn noted that there have been general rises in costs, including ice time, therefore tuition has increased but the league has maintained the same number of participants. Mr. Aborn commended the rink's cleanliness and great staff. The board thanked Mr. Aborn for his efforts.

Proposed: Summer 2026 Seasonal Staff was next on the agenda. Director Hebert stated that the department received over 117 applications for summer employment this season. Applications and interviews were welcomed from March 2nd through April 27th. Of those applications received, it was recommended that 93 applicants be offered a position or be listed on the alternate list, if additional staffing is needed, or if an applicant does not accept a position offered. Positions for this summer included programming staff for Summer Fun, Pathfinders, Kaleidoscope, Art and Active Adventures, Teen Tripz, Park Ranger Assistant, 200 Trapelo staff, Spray Park Attendants, and Amusement staff. Once approved, the list will be sent to City Hall for final review and approval. Hired staff will be required to be First Aid/ CPR certified and participate in a summer orientation.

A motion to approve Proposed: Summer 2026 Seasonal Staff was made by Gary Vallerand and seconded by John Graceffa. All were in favor.

Director's Report:

May Facilities Updates-

- Grass fields have opened
- Our “Springtacular” event is May 30th, a free family event at Prospect Hill. It will feature Touch-a-Truck, Amusements and other forms of entertainment.
- Following Memorial Day Weekend- Amusements and Mini golf will open for the season. Please check our website for hours and details.

Construction Projects- Outdoor projects are now underway.

- Green Acres Landscape completed the parking lot extension at 200 Trapelo Road. The asphalt is curing and the lot will open after the required wait time.
- The grading for the amphitheater is underway.
- Fitch School demolition is complete. The area will be graded and seeded, leaving the school area as open space. No designer has been hired for future development.
- Northern Contracting continues to work on restoring the exterior of the Howe/Admin Buildings.
- The City’s Engineering Department began a utility project at 200 Trapelo.
- Design work for the 9-hole par-three course with Beals & Thomas is underway.
- The contract for design services for the indoor swimming pool is being processed.
- The contract for the Veterans Athletic Complex softball infield renovations is being signed. The fields will be closed immediately following the Waltham High School and Waltham Girls’ Softball spring season.
- The purchase order for ADA improvements to the Nipper Maher Park playground has been issued. The Recreation Department is coordinating a start date with the contractor.

Staff- The Recreation Department said goodbye to our Inclusive Recreation Supervisor. We wish them the best of luck in this next chapter. The position will be posted in the upcoming month.

Budget update- Following the Parks-Recreation Board’s approval of the department’s FY 27 budget, it was submitted to the Auditing Department. On Friday, April 24, 2026 Director Hebert met with the Auditors and Mayor to review the proposed budget. The Mayor’s recommendation will be sent to the City Council in the upcoming weeks.

A motion to adjourn the meeting was made by Tom Creonte and seconded by Gary Vallerand. All were in favor.

The meeting adjourned at 5:50 p.m.

Respectfully Submitted,

Ed Kelley II
Assistant Director of Recreation