

The Waltham Parks-Recreation Board held the January Board meeting on Wednesday, January 7, 2026, at the Waltham Recreation Department, 510 Moody St, Waltham, MA 02453.

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

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

Chairperson Jerry Walker called the meeting to order at 5:35 p.m.

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

A motion was then made to approve the minutes of December 10, 2025, Parks-Recreation Board meeting by Tom Creonte and seconded by Jennie Scafidi. 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 funding had been added for design of the nine-hole par three golf course, which could be seen in phase two (athletic and amphitheater) account. In the operating accounts, a new purchase order was requested for portable bathrooms due to the number of portable units added at the 200 Trapelo Road playground. Additionally, due to the purchase of a new water heater at Veterans Rink from the Rink's operating account, funds will be requested to replace the allocated amount to cover end of year utility costs. All accounts are in good standing.

Waltham Youth Basketball represented by league President Brian Wilder was next on the agenda. Mr. Wilder summarized the league's season and stated that participation numbers were steady, and the season was a success. Mr. Wilder explained that the league's gym time had been increasing due to the use of the gymnasiums at the old high school on 617 Lexington St. The Saturday coaching partnership between the Waltham High School Varsity Basketball team and the Waltham Youth Basketball youth teams will continue. Lastly, scholarships are continuing to be offered for kids. The Parks-Recreation Board thanked Mr. Wilder for his efforts and dedication to the league.

Next on the agenda was Prospect Hill Ski Team, represented by league President Dennis Keohane. Mr. Keohane summarized the league's season. The Ski Team carried one hundred participants, which included more involvement from Waltham families. The league's first race was on the coming Saturday evening. Mr. Keohane also announced that the league was bringing back their "snoopy pin" tradition. The Parks-Recreation Board thanked Mr. Keohane for his efforts.

Lou Tompkins Baseball represented by Assistant Coach Scott LaForest was next on the agenda. Coach LaForest summarized the league's season stating that the league provides low-cost

summer baseball opportunities for teens who have aged out of the Little League Baseball program. Mr. LaForest announced that two teams from the program made the playoffs and program participants helped to coach and umpire Little League Baseball games.

Next on the agenda was Flight Performance 5k- Event Request. Representatives from Flight Performance proposed an event and 5K road race that would start at McKenna Playground in early April. Due to traffic concerns and parking in the area, the Board recommended a change to the race location due to the potential impact to the neighborhood.

Indoor/Outdoor Recreation Facilities Policy and Fees were next on the agenda. Director Hebert did not recommend a change to the policy. Director Hebert did recommend a \$5 per two-hour time block increase to be made to current fees. There has been no modification to fees since 2022. This increase would allow the department to offset employee hourly rates and continued increase in utility costs.

A motion to approve the 2026 Indoor/Outdoor Recreation Facilities fee increase was made by John Graceffa and seconded by Tom Creonte. All were in favor.

A motion was not required for the Policy/Request Form as there were no changes.

Pickleball Policy and Fees was next on the agenda. Director Hebert proposed a policy change to increase pickleball indoor hours to match outdoor permits from one hour to one and a half hours.

A motion to approve the 2026 Pickleball Policy from one hour time blocks to one and a half hour time blocks was made by Tom Creonte and seconded by Jennie Scafidi. All were in favor.

Director Hebert proposed a \$5 increase to non-resident pickleball reservations for both indoor and outdoor locations.

A motion to approve the 2026 Pickleball Fees \$5 non-resident pickleball reservation increase for both indoor and outdoor locations was made by Tom Creonte and seconded by John Graceffa. All were in favor.

Next on the agenda was Pavilion Policy and Fees. Director Hebert stated that the policy would remain the same.

A motion was not required as there were no changes proposed for the pavilion policy.

Director Hebert proposed a \$5 increase to non-resident pavilion rentals.

A motion to approve the 2026 Pavilion Fee increase of \$5 for non-resident pavilion rentals was made by Tom Creonte and seconded by John Graceffa. All were in favor.

Veterans Memorial Rink Policy and Fees were next on the agenda. Director Hebert recommended clarification of the helmet policy, which stated that all ice hockey participants must wear a helmet.

A motion to approve the Veterans Memorial Rink Policy was made by Tom Creonte and seconded by John Graceffa. All were in favor.

Director Hebert informed the Board that in January 2025, the Parks-Recreation Board had voted for a \$10 increase per rate. At the time of the rink's lease renewal, the DCR asked that the increase be delayed a year pending rink's lease renewal. Director Hebert then recommended the resubmittal of the request to increase the rink rental rates by \$10.

A motion was not required for the Veterans Memorial Rink Rates as there were no changes since the Board's last vote.

2026 Summer Program Rates were next on the agenda. Director Hebert explained that due to the increase in staff rates in recent years, as well as tariff charges to supply orders, a request of a \$5 increase per program is requested. In comparison to surrounding communities, Waltham Recreation program costs are significantly lower.

A motion to approve the 2026 Summer Program Rates increase of \$5 per program was made by Stacey Tully and seconded by Tom Creonte. All were in favor.

Director's Report:

January Facilities Updates-

- The "Skate with the Hawks" event occurred on January 4, 2026.
- 200 Trapelo Road continues to see high usage on weekends.
- Winter recreation programs began this week.

200 Trapelo Road-

Demolition Project- Project is still ongoing at each of all the three buildings.

Exterior of Howe and Administration Buildings- The contractor is establishing their workspace and will begin, weather depending in early 2026.

Phase II Recreation Amenities- Construction will begin once the temperature increases.

Camera Installation- The camera contract for the 200 Trapelo Road property is expected to be closed out soon.

The remaining recreation amenity, aligning with the Parks-Recreation Board's plan, will be a golf amenity. A funding request for design services occurred in late December and a contract will be signed with Beals and Thomas, who were the designers for Logan and McKenna Playground.

Design services are also being requested for the Howe/Canteen building, the proposed home for an indoor pool.

Koutoujian Playground- Bids were open in December 2025. The Planning Department will request funding in early 2026.

Gilmore Playground Surfacing- Waltham Recreation worked with Surface America to agree upon a warranty price for surface repairs. The surface has been repaired.

Veterans Rink Annual Report- Director Hebert referenced a page in the Board's folder summarizing the rink's ongoing season. The rink has been busy with youth games, events, and public skating, etc. Director Hebert thanked the rink staff for all their hard work.

Ranger Yearly Update- The Board's folder included a summary of recreation open space maintenance as well as interactions with the public. Director Hebert expressed that she appreciates the Rangers' presence in the parks as well as their communication to the public.

Veterans Field Softball: Infields- A request for infield services was sent to the Purchasing Department for Veterans Softball Field. The Recreation Department should be able to afford to revitalize both fields, without the need to request funding from Council.

Bob McCarthy- Director Hebert announced that Bob McCarthy, a long time Recreation/Rink employee, had recently passed away. Bob's obituary included an opportunity to donate to Saint Jude's Children's hospital in his name.

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

The meeting adjourned at 6:30 p.m.

Respectfully Submitted,

Ed Kelley II
Assistant Director of Recreation