

The Waltham Parks-Recreation Board held the June Board meeting on Wednesday, June 3, 2026, at the Waltham Recreation Department, 510 Moody St, Waltham, MA 02453.

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

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 May 6, 2026, Parks-Recreation Board meeting by Tom Creonte and seconded by Gary Vallerand. 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 summer spending was concluding as the end of the fiscal year approached. Director Hebert added that the rink staff were being transferred to recreation payroll. All accounts are in good standing.

Next on the agenda was Candidate: Recreation Supervisor/Inclusion. Director Hebert introduced Jaclyn Robinshaw, stating that in the time since she was hired, a year ago, she had taken initiative and had shown she is comfortable accepting new challenging tasks. Jaclyn has had previous experience in addressing intellectual and developmental needs in programming through a position at a Lexington middle school. Director Hebert recommended Jaclyn Robinshaw for the position. The Board then asked Ms. Robinshaw a series of questions.

A motion to approve Jaclyn Robinshaw for the position of Recreation Supervisor/Inclusion was made by John Graceffa and seconded by Tricia Curtin. All were in favor.

Proposed: 2026-2027 Youth Organization Schedule was next on the agenda. Director Hebert presented the proposed Youth Organization Schedule and stated that it was based on the Parks-Recreation meeting schedule previously approved and is similar to the presentation schedule of past years.

A motion to approve Proposed: 2026-2027 Youth Organization Schedule was made by Gary Vallerand and seconded by Tom Creonte. All were in favor.

Director's Report:

June Facilities Updates-

- On May 30th, the Springtacular and Special Day in Waltham were cancelled due to weather.
- Amusements will open for the season on June 5th. Check the website for hours and details.
- 200 Trapelo Mini Golf opened on Monday, May 25 and open daily from 10:00 a.m. – 2:00 p.m.
- Spray parks are scheduled to open during the last week of June

Construction Projects

- Green Acres Landscape is working on installing the seating for the amphitheater and the drainage in the sports complex area.
- The final building to be demolished is Withington Hall and that is in its final stages of removal.
- Northern Contracting continues to work on restoring the exterior of the Howe and Administration buildings.
- The city's engineering department utility project is underway at 200 Trapelo.
- Design work for the 9-hole mini golf course with Beals & Thomas is underway. They recently went to the conservation commission to start the permitting process.
- The contract for design services for the indoor swimming pool has begun.

Budget update- There were no amendments made to the Recreation Department's operational budget that the Mayor sent to City Council.

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

The meeting adjourned at 5:47 p.m.

Respectfully Submitted,

Ed Kelley II
Assistant Director of Recreation