

## Easthampton Parks and Recreation Commission Meeting Minutes of January 14, 2026

The meeting was held at City Hall, Basement Conference Room and virtually.

The meeting was called to order by Chair Kira Henninger at 6:00pm

Present: Kira Henninger, Desiree Gribi, Eric Poulin, Brian Hiltbold (virtual), John Mason represented the Park Department.

Absent: Carolyn Anderson

### Agenda:

- Public Speak
- Election of Officers
- CPA Projects
  - Dog Park
  - Skate Park
  - Spray Park
  - Historical Designation
- CPA Master Plan – Public Meeting 3/19/26
- FY26 Budget
  - FY27 Budget Info
  - Meeting w/ Mayor Derby
- Park Programs
  - Camp Nonotuck, Seasonal Job Openings
  - Family Skating
- Park Facilities
  - Maintenance Building
  - New City Playground - LWCF Grant App
- Old & Continuing Business

### Meeting Minutes:

- Public Speak (none)
- Election of Officers (Tabled to February meeting)
- Policy & Fees 2026

Fees–John: sent income report from last year; “great year for the park”. Mission is to stay affordable for families; only looking to increase fees for Millside Park and/or Daley Field larger events. Kira: Millside construction of skatepark will make it unavailable during parts of the summer, so Daley Field will likely be used more. Desiree: question around residents reserving for non-residents. John: whoever signs the paperwork is ultimately responsible. John: added an hourly rate for Millside for shorter/smaller events. Kira: is pool usage primarily day passes or season? John: more season passes this past year; Sam has the exact figures. Kira: could we maybe have a table selling season passes at the pool during end-of-year school events? John: good idea. Desiree: are there additional perks for season pass holders–like reserving a space? John: no. Considering short-time options. Motion to accept fee structure as presented: Desiree, Second Eric; Passed unanimously

Policies–John: larger events need 30 days notice in order to secure appropriate staffing levels. Cancellation policy added. Kira: should we clarify that hourly rates are available to smaller gatherings, as well as brick and mortar businesses. John:

Yes, I will update the language. Desiree: should include a definition of what qualifies as a smaller gathering? John: Yes, I will clarify. Motion to approve changes in policies with updated language around small private functions: Desiree, Second, Eric; Passed unanimously

John: some bigger events planned for the summer.

- CPA Projects
  - Dog Park–John meeting with members of dogpark group in two weeks to discuss the MOU that was issued last year.
  - Skate Park–signed a contract with GZA for their services; John has a call with the skatepark committee next Wednesday. Construction docs and bid docs will be going out at the end of March to mid-April; June 1, 2027 is the deadline for project completion. Brian: Will the Commission have input on design? John: yes—at 60% point of design (March) and 90% point (April). Brian: how will ticketed events be managed at Daley Field? John: currently no ticketed events scheduled at Daley, it will be the responsibility of renters who are holding the event to determine those logistics.
  - Spray Park–John: March 1 will be when contract design, scope of work, etc. will be ready.
  - Historical Designation John: Pioneer Valley Planning Commission is working on it; will be about a year.
  - CPA Master Plan – Public Meeting 3/19/26 Kira: Public meeting will be in City Hall Chambers to accommodate more people. Hoping for public input on future projects. Past projects will be cited as examples of work that could potentially fall under CPA. Examples can be found on the city website under the CPA.
- FY26 Budget
  - FY27 Budget Info– John: met with Councilor Denham today to discuss goals of the Department. Maintenance building cited as a priority. The Recreation Coordinator position was also discussed. John has a meeting with Emily from HR next week with the goal of including the Rec Coordinator in the upcoming budget.
  - Meeting w/ Mayor Derby–Kira: John, Carolyn and Kira met in December–stressed that maintenance building is top priority. The mayor wanted to wait until free cash was available and would weigh against other city priorities; a meeting will be scheduled after that happens. Will follow up at the end of January. John: met with EDM Studios to discuss contracts/bid docs/etc. EDM has asked to wait until funding is secured before further action is taken. John is meeting with the Mayor tomorrow. A budget review will happen at the February Commission meeting.
- Park Programs
  - Camp Nonotuck, Seasonal Job Openings–John: all seasonal positions have been submitted to HR for the upcoming season. The department will be tabling at the Mass Hire event at EHS on April 16 from 10 am until noon. Will be participating in Senior Tax Work-Off again this year; will be bringing on a second person to help in the Toll Booth on weekends.
  - Family Skating–John: started last week; “huge numbers”.
- Park Facilities
  - Maintenance Building
  - New City Playground - LWCF Grant App–John: state coming out on February 4 at 4:00 pm for a site visit.
- Old & Continuing Business
  - Toll Booth–design from City engineers came this week; John will have updated numbers regarding costs at the next meeting. Received \$2,265.62 from the bus company that damaged the original booth.

Adjournment at 7:07

Next Meeting is February 11, 2026 at 6 pm, City Hall, Basement Conference Room & virtually