



City of Holyoke

Parks & Recreation Department

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Holyoke, MA

**Holyoke Parks & Recreation - Commission Meeting
Thursday, January 13, 2022 at 5:00 pm
City Hall 536 Dwight Street Holyoke – Parks Office
Minutes**

1. **Call to Order**
Commissioner Jose Bayron called the meeting to Order at 5:08 pm. Commissioner Helene Busby, Mayor Joshua Garcia and Assistant Director Maureen Tisdell were present.
2. **Acceptance of Minutes from the December 2, 2021 meeting –**
Commissioner Helene Busby made a motion to accept the minutes. Commissioner Jose Bayron seconded the motion.
3. **2022 – Chair and Vice-Chair Election of the Parks and Recreation Commission.** Commissioner Helene Busby made a motion to elect Jose Bayron as Chair. Commissioner Jose Bayron accepted and nominated Commissioner Helen Busby as Vice-Chair. Commissioner Helene Busby accepted and will now serve as Vice-Chair.
4. **Ely Court Project –** received verbiage from the family regarding wording on the plaque. Order has been placed with Dinn Brothers.

Community Field Ice Skating Path – discussion was held regarding the refrigeration system. Will need to review the refrigeration system in preparation for future use. The path will not open this skating season.

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Jackson Handball Court – Bob Peirent, City Engineer, is working with Will and Nancy Ortiz to create a plan for updates on the handball court.

Springdale Park – Playground equipment installation is complete. Prep work for the surfacing will continue over the next few weeks. The installation of the surfacing will happen in the spring.

CPA Parks and Recreation Commission Representative – Commissioner Jose Bayron made a motion to nominate Commissioner Helene Busby as a Parks and Recreation Representative to the Committee. Commissioner Helene Busby accepted and will serve as a Parks and Recreation representative.

5. New Business

- **Job Description of the Director of Parks and Recreation - Mayor Joshua Garcia reviewed the job description of the Director of Parks and Recreation as well as the interviewing process for hiring the new director. The new Personnel Director will be starting January 18 and will be able to advertise this position. The Parks Department will work with the Personnel Department to finalize the job description.**
- **Appointment of Acting Parks and Recreation Director – Mayor Joshua Garcia has appointed Maureen Tisdell as Acting Parks and Recreation Director.**

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6. Staffing

- **Beverly Smith, longtime and beloved employee of the Parks Department passed away January 7, 2022. Asst. Director Tisdell stated that she will be focusing on the spring scheduling and permitting process.**

7. The meeting was adjourned at 6:15 p.m.

Respectfully submitted,

**Maureen Tisdell
Assistant Director**