



Board of Park Commissioners
Policy Committee
Wednesday, April 20, 2022 at 5:00 p.m.
Youth and Community Services – 51 High Street
Special Meeting Minutes

1. Call to Order

- a. Chair Robert Fiorito called the meeting to order at 5:01 p.m.
- b. Attendance

Present: Robert Fiorito, Chair
Cynthia Donovan, Commissioner
Leonard Lamothe, Commissioner
Andrew Howe, City Council Liaison

Dr. Joshua Medeiros, Superintendent

2. Approval of meeting minutes

- a. **MOTION:** Made by Commissioner Donovan to approve the February 16th, 2022 Special Meeting Minutes.
Seconded by: Commissioner Lamothe, all in favor; motion carried.

3. Old Business

- a. By Commissioners: None.

4. New Business

- a. Ed Swicklas Employee Garden Park
 - i. **MOTION:** Made by Commissioner Donovan to accept the signage and policy for the Ed Swicklas Employee Garden Park and refer to Board of Park Commissioners for approval.
Seconded by: Commissioner Lamothe, all in favor; motion carried.
 - ii. Policy Committee discussed the Retired Employee Working List.
 - iii. Chair Fiorito provided updates on plaque, monument, and associated costs.
Discussion followed.
MOTION: Made by Commissioner Donovan to accept the Ed Swicklas Employee Garden Park plaque language.
Seconded by: Commissioner Lamothe, all in favor; motion carried.
- b. Superintendent Medeiros presented the Community Engagement Plan Policy (strategic plan objective 3a). Discussion followed.
MOTION: Made by Commissioner Donovan to approve the Community Engagement Plan Policy.

Seconded by: Commissioner Lamothe, all in favor; motion carried.

- c. Superintendent Medeiros presented the ADA Transition Plan (strategic plan objective 1b). Discussion followed.

MOTION: Made by Commissioner Donovan to accept the ADA Transition Plan.

Seconded by: Commissioner Lamothe, all in favor; motion carried.

- d. Superintendent Medeiros presented the Loose Needles Collection Policy. Discussion followed.

MOTION: Made by Commissioner Donovan to approve the Loose Needles Collection Policy.

Seconded by: Commissioner Lamothe, all in favor; motion carried.

- e. Superintendent Medeiros presented new policy Addressing Homelessness Encampments in Public Parks. Discussion followed.

MOTION: Made by Commissioner Donovan to accept the Addressing Homelessness Encampments Policy with the addition of translating the policy in Spanish and looking into additional contacts to add to the Community Services Action Team.

Seconded by: Commissioner Lamothe, all in favor; motion carried.

- f. By Commissioners: None.

5. Adjourn

- a. **MOTION:** Made by Commissioner Donovan to adjourn the meeting at 5:40 p.m.

Seconded by: Commissioner Lamothe, all in favor; motion carried.

Respectfully submitted,

Jazzya Coakley
Recording Secretary
Board of Park Commissioners