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**INTEROFFICE MEMORANDUM**

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**TO:** FALMOUTH TOWN COUNCIL  
**FROM:** LUCKY D'ASCANIO  
**SUBJECT:** PARKS & OPENSAPCE MANAGEMENT  
**DATE:** 1/8/2013

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For several months, the Town Manager's office, Public Works Director and Community Programs Director have been having discussions regarding the future of Parks & Openspace Management. I am writing to you to announce that the management of the Parks Division and Openspace will be moved to the Community Programs Department.

The Openspace program has been managed and coordinated through the Town Manager's office with significant assistance from Community Programs and the Parks and Public Works Departments. We believe that there will be greater efficiencies if the Openspace program is managed through a Town department.

As some of you may be aware, in 2007, the Parks Division was split from Community Programs when the former director moved into the position of Parks & Public Works Director. Since that time Community Programs has had a good working relationship with Parks & Public Works and the new system worked well. Generally, Parks & Public Works have been responsible for all matters relative to maintenance of parks and fields while Community Programs has been responsible for how the parks and fields are utilized. We have decided that it would make more sense to place the Parks Division in a department that has the responsibility for both maintenance and use. We have determined that Community Programs is the most appropriate department to oversee Parks operations and coordination and management of the Town's Openspace program.

This change is not due to any concerns with the current operations. These services and programs have been very successful in the current configuration despite recent budget reductions.

It will be more efficient and simpler to coordinate directly with the Parks staff for any and all parks and recreation needs. The fields that Community Programs schedules are the same fields that the Parks staff maintains, including the tennis courts, ice rinks, gazebos and parking areas. The Community Programs Department also shares the same perspective of all of the coaches and players (FYSA, FYF, FYBA, & FLL) and works cooperatively with all of these groups to schedule fields and facilities.

With Community Programs resuming responsibilities for the Parks Division it will be business as usual. We do not feel this will be any additional burden to the department. There will be a need for additional funds to support re-hiring a full-time Parks Assistant (a position that was lost in the budget cuts of 2008) as well as moderate increases for the Community Programs Director and Parks Supervisor and potential equipment purchases.

We feel it should be noted that there has been zero turnover in the Community Programs department since the transition in 2007 and these familiar job duties will be absorbed into regular work routines and will necessitate no additional training or learning curves.