



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 876-6800

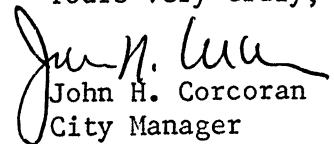
EXECUTIVE DEPARTMENT
JOHN H. CORCORAN
City Manager

March 26, 1973

To the Honorable, the City Council,

Relative to request of February 15, 1973 by your Honorable Body, I transmit herewith report from Paul G. Cowles, Superintendent of Recreation relative to the Recreation Maintenance Schedule.

Yours very truly,


John H. Corcoran
City Manager

JHC/m



CITY OF CAMBRIDGE

INTEROFFICE CORRESPONDENCE

To Mr. John H. Corcoran
City Manager

Date March 22, 1973

From Mr. Paul G. Cowles
Superintendent of Recreation

Reference

Subject Report on Recreation Maintenance Schedule

Members of the City Council, at a special meeting February 15, 1973, requested that I submit a report on the Recreation Maintenance Schedule approximately one month from that date. I am pleased to submit the following report:

Cleanliness of Outdoor Play Areas

I am of the opinion that the outdoor play areas have less litter and, in general, are cleaner and more appealing to the average person.

Adherence to Work Schedule

The work schedule has been followed daily with the exception of those days when very inclement weather has prevailed, or, other work duties have necessitated a change in schedule. These exceptions have been very few.

I anticipate the need in the near future to reduce the number of men assigned to play area clean-up in order that more manpower can be assigned to ball field maintenance, the installation of playground apparatus and related spring duties.

Reports

The Playground Maintenance Foreman requires a daily report from each of the two area clean-up crews. This report lists any broken equipment, damaged fencing, abandoned automobiles and any other items of importance to the Department.

Complaints

Few complaints have been received by the Recreation Department in the past month re: play area maintenance. I expect any complaints received to be resolved within 24 hours or less if it be within the ability of our maintenance staff to do so.

Mr. John H. Corcoran, City Manager
March 22, 1973

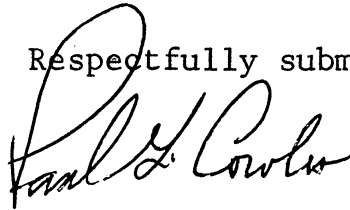
Other Work Projects

In addition to the normal clean-up work, Recreation Maintenance men, during the past month, have removed the toboggan chute; set up thirteen (13) sets of bleachers at various play area locations; made up fifty (50) bulletin boards and twenty (20) bean bag boards; repaired numerous broken windows; set up eleven (11) tennis nets; painted swings, and repaired some parkbenches.

Special Note

The only dump truck available to the maintenance men was out of service four (4) days of the month. It is important that the new vehicles be available as soon as possible.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Paul G. Cowles". The signature is fluid and cursive, with the first name "Paul" being the most prominent.

Paul G. Cowles
Superintendent of Recreation

118
Agenda #2.

Report from Paul G. Cowles, Supt. of
Recreation relative to Recreation Maint.
Sched.

In City Council,

March 26, 1973

3/26/73

File