

Parks and Recreation  
June 1, 2020  
Zoom Meeting - Everyone home

Present - Bob O'Shea, Michelle Lauria, Doug Thornton, Darren Magen, Steve Victorson

**Meeting Minutes Approval** - 5/18/2020 - Doug motioned to approve the 5/18/2020 minutes. Michelle seconded. Passed 5-0.

**New concept of operations** - Doug and Michelle suggested that we make this a 3 month open document to confirm in 3 months. Darren also suggested that we work with this for 3 months before voting.

**Citizen Petition** - Jurisdiction: Discussed this document and other properties. Bob explained that the others are more complicated and would become a phase 2 petition. Darren asked for clarification. Bob added that the town moderator asked if the citizens petition could be placed on the October meeting schedule. Discussed keeping phase 1 and phase 2 as separate proposals.

Michelle made a motion that the parks and recreation commission vote to place the following parcels of land under the authority and jurisdiction of the parks and recreation commission, ownership remaining with the citizens of the town. Pond Rd Walking Path, Bare Hill Pond Beach, Bare Hill Pond Woods, Charlie Waite Fields. Harvard Park. McCurdy Track, Ryan Land & Depot Rd. Fields.  
Darren seconded. Passed 4-1.

### **Program Updates**

**Beach Operations** - Michelle provided an update. Doug asked about sticker checking and proof of residency. Steve disagreed with the emergency policy that the town said that no town employee could provide a service. Bob explained that the board of health was in charge and that this was their decision. BHRA was asked to remove their dock from the water. BHRA will only be operating singles over the Summer. Bob proposed that we end the intro pricing on the kiosk. Already one paddle board has been damaged.  
Michelle motioned to move the cost of the day pass from 5 to 15 dollars. Darren seconded. Passed 5-0.  
The rental program is going well boats are being rented.  
Bob asked that we vote again as to whether or not we all get a beach sticker. Darren has no problem with the entire board getting a sticker or any town committee member. Bob recused himself from the vote. Vote tabled until Bob gets the legal status on issuing beach stickers to board members.

### **Field and Commons**

Darren discussed his meeting with Tim K. and Ben. Presented a one page working document of the yearly maintenance program. Will pass this copy to Tim and then back to board for final review.  
Bob asked if this document meets the CPIC requirement for for a maintenance plan when allotting money. Discussed available DPW staff numbers for the fields. Bob noted that we should have 3.  
*Field maintenance needs* - Darren purchased 4 new sprinkler heads for upper depot.  
Harvard Park irrigation system sustained damage this Spring as it was turned on too early and a valve froze. No one is claiming responsibility. Cost to repair is

roughly 2k. Does he go ahead and purchase loam and seed. Bob suggested that the key to the electric panel key should only be in the hands of DPW and that Tim B. Agreed that with the fields are closed we should spend what we have as of this season on the fields. Darren will spend money on the loam and seeds as planned as well as complete the sprinkler head repairs and Harvard Parks irrigation system repair.

**Field/track opening plan -**

Bob noted that we should point people to the web page for current COVID related fields status.

Bob suggested a meeting with Ira regarding phase 2 and phase 3 plans and more importantly all of the details necessary to implement the plans.

Discussed whether or not we should let the fields open.

Michelle noted that according to Ira the board would be held personally responsible for any problems. Bob noted that if the fields were to open that we would be responsible for making sure that porta-potties were cleaned every hour. Doug suggested that we not install porta-potty. Michelle asked whether or not we had to at install a handicapped porta-potty. Doug noted that we always had a handicap sorta-potty at the track.

Doug brought up signage and in particular signs that say no dogs. Bob asked if the 560.00 of remaining signage money for trails could be used for fields. Doug suggested that we use some for signs and the rest for gravel on the trails.

**Tree Removal** - The tree warden has not shown up to our meeting.

Steve motioned that we approve to allow the tree commission to take down the Phair Elm Tree on the common facing the old library and move the sign.

Darren seconded. Passed: 5-0.

**Public Communications** - None

**Budget updates** - 2k remaining, the available ski club money, 5400.00 revolving, 4480.00 ski club. Doug, processed all receipts. Will keep 2k in reserve.

**Website/CivicREC Overview** - Storing documents for parks and rec. commission.

**Event requests and new business** - Discussed possible boy scout Eagle projects. Landscape project at the beach, painting the beach house and some projects to make it look better. Keith provided Eagle Scout project guidelines.

This weekend are the last fishing tournaments. Discussed fees for tournaments.

**Adjourn** - 2129 Doug motioned to adjourn. Michelle seconded. Passed 5-0.

**Next Meeting: June 15th**

**List of all actions:**

1. Commissioners should review and provide redlines on the citizens petition for the exact wording.
2. Darren will add a Summer schedule to the DPW maintenance plan.
3. Darren will go to Tim K. and tell him to go ahead and spend 2k for loam and seed.
4. Bob will talk to Marlene regarding any legal issues with the board issuing themselves a beach sticker.
5. Bob will talk to Tim as to whether or not to add the discussion how to open the fields at the upcoming beach meeting with Ira.
6. Doug will look into getting no dog signs for the fields.
7. Michelle will determine what signs are necessary for the beach and will get back to Doug.
8. Steve will work with Bob to learn how to upload documents to a parks and rec. storage area.
9. Bob will research prices for fishing tournaments on other ponds.