

Harvard Parks & Rec Commission

Meeting Minutes

November 21, 2022

Attending; Bob O'Shea, Marisa Steele, Mark Morin, Sam Levine, Matt Benway, Vikram Sampige

Preamble and sound check

Steele motioned to approve minutes of 11/7/22 with changes noted regarding Steele returning to ConsCom with more answers to their questions at a future meeting. Benway 2nd, approved 3-0

Public Comment

Sampige mentioned that deadline is coming soon for budget questions

CPC/CPIC

- P&R was able to speak concerning the applications put forth for each project.
- O'Shea noted that CPIC deferred questions about Land acquisition to a time when Daly could be there to explain them.
- Morin commented that CPC application discussion and vote is set for January.

REC. DIRECTOR STATUS

- O'Shea mentioned personnel board will meet December 28th @ 9 am concerning the write up of the job description. Not sure what the plan is.
- Steele concerned about how the job description will be written.
- Town may have new hire for the beach reapply for full director position.
- Benway asked for info on who was Kevin and what his job description was. O'Shea explained position and how it was funded.

PROGRAM UPDATES

BEACH

- O'Shea working on shifting some beach office costs to rec. director budget.
- Also adding cost to budget to cover mulch
- O'Shea moving new Bluetooth locks inside for the winter
- All boats tied down; sheds have been locked.
- Still have a few canoes on the racks
- O'Shea sent reminders to remove the canoes or face a \$50 impound fee.

FIELDS

Lower depot Project:

- Steels waiting for 3 Seasons to complete dormant seeding. Also waiting to see if irrigation will be repaired now or wait till spring.
- Steele to check on ordering benches
- O'Shea mentioned the town Amazon account to order equipment and supplies.

- Steele to evaluate current bills before ordering benches.

Softball Field Modification:

- Benway overseeing the work to be done to the fields.
- Youth baseball is offering \$3500 towards new shed.

Field MOU:

- Steele working on field MOIU chart as to who owns what equipment and who is responsible for maintenance.
- Steele looking for input to complete chart.
- Steele is working on digging out the temporary fencing on Lower Depot that is buried in the weeds so DPW can mow
- Steele talked to Devens about the possibility of renting fields next season.
- Dave Boivert arranged a meeting w/ consultant from landscape engineering company that works on athletic fields. Proposal came in around \$13K
- P&R trying to figure out who will fund the proposal. CPIC money may be used. School may also need to chip in.
- ConsCom wants specific #'s of water usage @ Ann Lee's.
- O'Shea talked about field budget and added some \$ to cover handicap porta potty and fields scheduling software.

TRACK/TRAILS

- Levine met with SEPAC about playground, and they are waiting to hear back from the consultants.

Steele motioned to approve FY24 budget and narrative for P&R, Benway 2nd, approved 5-0

Morin motioned to adjourn, Levine 2nd, approved 5-0

Next meeting December 19th

Respectfully submitted by,

Mark Morin
Commissioner