

Harvard Parks & Recreation

Meeting Minutes

_March 7, 2023

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

Preamble and sound check

Public comment – none

Levine motioned to accept meeting minutes from 1/9/23, Steele 2nd, approved 5 – 0

Rec. Director Status

- Town has hired a new director Nick Abruzzi
- Director starts 3/20/23
- TA found money for benefits by cutting police position but kept position benefits open. Also asking P&R to use surplus of \$30k from P&R revolving to fund benefits for FY24.
- TA suggests that P&R doesn't need a buffer to cover expenses for beach payroll as season starts.
- Town says that income from beach sales will be posted quickly enough to cover expenses as they come due.
- TA only submitted this request a day before it was presented to the SB meeting.
- O'Shea reviews FY24 budget.
- Morin asks if \$30k covers just 2 months of benefits. O'Shea explains that the \$30k is for the whole of FY24.
- Levine asks if the budget goes negative due to TA removing the buffer early is P&R on the hook.
- Morin asks if the fields generate a revolving fund that could be used. O'Shea says the new director is tasked to develop new programs to help create a field revolving fund.
- Steele is concerned that the town finance cannot process income fast enough to outweigh the expenses as they come due. Would like to see benefits paid out in increments instead of handing over the whole \$30k at once.
- O'Shea comments that the dock arrangement at the beach should be setup in landscape format instead of portrait by adding more docks to help crew teams and boaters. Says we would need to purchase 2 more dock sections.

Morin motions to purchase the extra docks sections and to have \$30k available in incremental payments for the Rec. Director benefits for FY24., Steele 2nd, Approved 5 – 0

BEACH

- Boat lottery underway and ends 3/31/2023, no money due at this time.
- Lottery is to be used by everyone including commissioners.
- New director is a big user of MyRec software vs CivicRec.
- O'Shea hopes the new switch to MyRec may allow more synergy with town software.
- CivicRec software has been paid till August 2023. Both forms of software are priced based upon total \$ collected through out the year. MyRec may be a bit more expensive.
- Steele would like to have access to past filed data reports in CiviRec if we switch. O'Shea believes that the info will still be available.
- ADA bathroom contractor is relooking @ the numbers for renovation.
- April is time when we start looking @ beach operations, stickers, checkers, supplies, etc.
- Levine talks about beach clean up and weed pulling. Steele suggest that some groups within the town may tackle some of weed pulling at the beach.
- O'Shea comments that the DPW refuses to work @ the beach. MOU has been updated to reflect this.
- New director to work with the budget to hire someone for the beach landscaping.

FIELDS

- Steele comments that nothing is happening until the snow melts.
- O'Shea comments that CPIC approved \$25k for field improvements. Must be voted on by town election in May. Money not available till July 1.
- Ann Lee shed has been ordered.
- Still around \$200 deficit toward work being done on Ryan Land 2. O'Leary trying to negotiate this out with different parties involved.
- Benway questions field opening status. Steele says field opening may be decided between Boivert and P&R. DPW shows no concern what happens to the fields.
- Schools believe they are autonomous when it comes to the fields.
- O'Shea comments that the port-a-potties are to be available form 4/1 – 12/1

FIELD MOU

- Steele sent completed MOU to all parties around 2/10. Kilhart has complaints about levels of service listed for DPW. Steele to discuss with Bragan how to address these concerns.
- Steele to talk to Marie about field assessment study and will check on wetland study.

TRACK/TRAILS/SKI

- Levine talks about positive feedback from ski program. Had to reduce service of one bus. Bus company very responsive.

- Levine needs to spend \$10k for ADA improvements @ playground before 7/1
- Outside group want to post signs for “Healthy Kids Running” on 3/25 for a race scheduled 4/30 & 5/7. Steele says there are kiosks available for notices at the fields. Permission would be needed from the kiosk owners first.
- Track clinic by David Bell is listed online at CiviRec and is open.
- Benway to be liaison for Marcus Lewis tennis camp.
- O’Shea noted he and Morin’s P&R terms are up and are both not renewing.
- O’Shea noted that the P&R commission does policy and decision making and tries to secure money for new fields and larger ticket items, but day to day items are run by the director. P&R commission volunteers are still needed.

Steele comments that ConsCom wants to amend the MOU. ConsCom wants to limit use of Ann Lee. O’Shea reviews changes requested by ConsCom.

Next meeting 3/20/23

Levine motions to adjourn, Morin 2nd, approved 5 – 0

Respectfully submitted by,

Mark Morin
commissioner