

Parks and Recreation  
Meeting Minutes  
February 16<sup>th</sup>, 2021

Call to order 7:30 PM

**Members Present:** Keith Bilafer, Bob O'Shea, Michelle Lauria, Doug Thornton

**Audience:** Dan Daly, Don Phillips, Staci Donahue

Minutes Approval – 2/1/21- Keith motioned, Michelle seconded, vote **4-0**

Michelle motioned; Keith seconded: "Motion to approve the change to the revolving fund cap at the beach to \$80,000" vote **4-0**

**CPC Applications**

Bob spoke of Parks and Recreation mission – P&R's in other town spend most of their time on programs

Michelle commented – focus on programs, give maintenance budget away

Dan – dearth of good capital planning; plan well, come up with a narrative, get stake holders, have evidence proving the need; goals should include cpc revisiting its priorities around recreation

Doug – we have learned that we need to get other commissions on board up front

Keith – DPW needs separate line items on their budget to service fields

Bob – who has oversight on execution; learned from cpc applications

**Public Communications (20:20)**

○ Sub-committee Chair(s)

Dan read email from Tim Bragan from 2019, P&R contradicts charter, turn over parks to DPW

Subcommittee – nominations and appointments became Michelle's responsibility after Joe's departure; need to get some endorsement from commission on narrowing the charge

Endorsement from commissioners – should subcommittee fold up tent and move on

Bob thinks having data for additional fields need is critical; final report will finish subcommittee's goals

Doug – open space committee is the committee we should have Dan putting his energy into

Keith – not sure open space committee has focus on recreation

Bob discussed fixing website to be more transparent on what we need

Dan on subcommittee – say what we know and get out of it

Dan on open space - can give update at future meeting, committee has school and HAA representation

Open space is identifying fields given criteria set forth (3+ acers, lot configuration, topology)

○ Liaison Communication (SB, Schools, PB, Finance) (45:10)

Stacia – do we have a timeframe for ConCom land swap, P&R should keep pushing; don't be afraid to bring it to town, Michelle Catalina had pushed for that at CPC meeting

Bob asked about IWPA circle at medical building near Harvard Park, DEP definitions of zones 1 & 2

○ General Public (1:00:50)

Don Phillips - three things

- 1) New England high school Ultimate spring league / MIAA – April to June 110 x 70
- 2) Owe money for summer usage
- 3) Ultimate Summer team since 2000, high school more recent

## Program Updates

### Beach Operations (1:07:10)

- Laser Pico Status

Order is in; 4 boats needed to be dispositioned by Select Board

- Lottery planning

Lottery starts March 1<sup>st</sup>

Doug motioned “to give priority to people who did not win the lottery last year”, arguing that it is a “fair way to go and represent every taxpayer equally”, Michelle seconded, motioned Failed 1-3

### Fields (1:17:50)

- Generic ball field NOI Status

ConCom has not come back with an agreement

- Infield plan/Status

What’s the timing for spring maintenance work?

Keith working with Marie, don’t need to do an RFP, should be doing invitation for bid – 35 pages of paperwork, vendors need 15 days to respond once bid goes out; Keith to work with HAA in meantime  
Discussed Ann Lees, Keith motioned “if we do not have a signed MOU from ConCom by March 1<sup>st</sup>, we will treat Ann Lees like other fields where we do not have jurisdiction”; Michelle seconded, vote **3-1**

- New Action - Field Rotation plan

Quotes back from Devens \$25/hr, weekday only, not Rogers field; Bob wants us to come up with a rotation plan; Keith will put something together with Dan and come back to the board for a vote

- New Action – MOU with the Schools

Bob will work on this; should we include tennis courts and outdoor basketball court – we have to know one way or the other, should be talked about and determined

### Track and Commons

Doug mentioned getting an email from David Bell about spring track – commission is for it if allowed by Covid precautions

- Snowshoe program status

9 people, multiple rentals; should we offer a class?

- 2 warrant articles to decide jurisdiction of the commons

Bob reviewed and asked permission to submit two articles based on previous vote (second applies if first fails); no additional discussion

### **Event Requests and New Business**

- Eagle scout project building Bat houses for fields, wants to come to next meeting with plan
- Eagle scout project to work on picnic area at beach
- Fishing tournament, 5/23, 6/6 – can't do dates as one is Memorial Day other is graduation rain date
- Bob spoke of redoing "Projects" part of website

Adjourn 9:45 – Michelle motioned / Doug seconded vote **4-0**

Next Meeting: March 1<sup>st</sup>