

DRAFT

December 5, 2016

Commission Minutes

Bobby Beagan, Dick Williamson Jim Marotta, Mara Huston; Kayla McNamara, Aquatics, Park and Recreation Director

Minutes from November 7, 2016. Approved with corrections. 4-0

Approval of the minutes from the October meeting was moved to the next meeting for all Commission members to review them.

Public Comment: None

Rail Trail – Dick Williamson offered that he would be removing himself as the Commission’s Rail Trail representative. He stated it would be better if another Commission member was appointed. Bobby Beagan said he would agree to be the representative because he felt it was important for someone to represent the Park and Recreation Commission. Jim stated he would put this on the next agenda for a vote from the Commission. Mike Ensley and Mara Huston could not be considered for the appointment because they live along the proposed trail.

Kayla McNamara Report – Kayla was pleased to report the Park and Recreation/Atkinson Pool was finally fully staffed. Julie Harrington was hired as the Program Coordinator on the Recreation side and Paul Crevier was hired as the Assistant Aquatic Director on the Pool side. Both employees started on November 28, 2016.

Winter Registration for Pool and Recreation Programs is scheduled for next week.

Kayla also stated she is working on the FY18 Budget and there is concern with the Field Enterprise Fund because much of the retained earnings have been used in the past year and some will also be used this year to cover the increase in field expenses and the drop in field permit revenue. An increase in the field permit fee needs to be discussed. A Field Users meeting is planned and Kayla is waiting to hear back from some of the users for the tentative date of December 19, 2016. As stated before, salaries of the full time Park and Grounds Staff along with half the cost of their benefits impacts the Fund greatly. The topic of increasing the field permit fee is still on the table and will be discussed at a future Commission meeting. The Town Manager is still planning on attending a Commission meeting to discuss different pricing modules for the field permit fees. Mara asked when that would be, and Kayla responded she would check with Melissa and let the them know.

Kayla stated that she would also like to get a better handle on the light usage at the fields and make sure the users are being charged appropriately. This has not been looked at closely in the past. Kayla will be reviewing the light expenses and usage to make sure the user groups are paying the correct fee.

CPC and CIAC Submissions –

Pour in Play Surface at the Haskell Playground – Kayla stated she was still working with Melissa on the submission and that the SMILE Mass group has an interest in contributing. Kayla is working with Bobby on the CPC requests to get more information. The need is to fill in the existing wood chip areas and the damaged and buckling areas.

Consulting/Planning Services Request – Jim Marotta stated it was difficult to prepare this submission because it is tough to know what the money will be spent on without going through the consulting process. The Consulting/planning services request is to help with deciding what is really needed for fields based on the users requests and how to go about getting it. The Melone property was discussed again, and it is still seen as a possible field location.

Bobby Beagan stated that when reviewing these CPC requests it is important to make sure the request answer all the questions the CPC committee requires for approval. He also said the Commission should be sure to state that we are looking to use a consultant to assist in making the best use of our fields and also determine the needs of our users and the Town.

CPC-Featherland – Mara stated she was developing supporting documentation for the submission. She stated that the price for the tennis court renovations increased from \$175,000 to \$200,000. Mara discussed plans for 2 or 4 courts with possible basketball courts and pickle ball.

Bobby stated that the CPC will want to know the exact plan before they vote on it.

Mara offered that Mark Waiting, a resident, did a survey asking questions about the tennis needs at Featherland. The Commissioners cautioned Mara on using the survey results, since it was not an approved survey and was only sent to selected Sudbury residents.

The Commission discussed the importance of including the Lincoln Sudbury High School needs for the tennis team and how the lack of the tennis courts at Featherland impacts the ability to practice and field a JV team. Mara stated she will confirm enrollment numbers and hours of use on the courts by the high school teams.

Bobby asked if the DPW Director has been involved in the planning. Mara stated she had spoken with him. Bobby stated that the submission should be all inclusive and we should not plan on the DPW doing any work that is not included in the submission.

The Commission discussed establishing a priority for the Park and Recreation submissions. Kayla offered that the Haskell Playground submission could be third, since SMILE Mass is interested in doing fundraising for the playground surface.

The Commission decided the priority order for the Park and Recreation CPS submission are; 1) the Consulting/Planning Services, 2) Featherland Tennis Court Renovation and 3) the Haskell Playground Play Surface.

Jim Marotta stated that within the next day or two he would like to get the revisions out to the CPC and the priority order. Jim asked that the revised submissions be sent to him and he will forward them to the CPC, CIAC and Park and Recreation Commissioners.

Meeting adjourned at 9:00pm.

