

February 28, 2018

Commission Meeting

Attendees: Commissioners: Bobby Beagan, Michael Ensley, Jim Marotta, Dick Williamson, Julie Harrington, Asst. Park and Recreation Director

Guests: Melissa Rodrigues (Town Manager), Dennis Keohane (Finance Director), Dan Nason DPW Director), Bob Lee (SYSA), Art Reilly (LSRHS Athletic Dir.)

Minutes from December meeting reviewed and approved 4-0 with corrections.

LSRHS Turf Field Fee Increase - P&R Commission invited Art to explain the proposed fee increase at the turf fields. Art stated the high school is looking at ways to sustain the turf fields over time and be prepared to fund replacement costs of the field in the future. He explained the plan, which is tiered and expected to raise the funds slowly over a ten-year period. A separate account will house the funds. The plan is to increase the fee \$5 the first year, \$10 the second year, \$15 the third year. The additional fee will stay at \$15 after year three and remain at \$15 for 7 years.

Melissa stated the IMA/MOU contract specifically states additional fees may not be charged to the youth groups who pay a permit fee to use the fields covered by the contract. In order to make a change to the IMA/MOU the Board of Selectmen would have to be involved and vote to amend the contract.

The Commissioners stated they want to work with LSRHS and the Town to develop a plan to maintain the turf fields. In addition, they would like to generate funds to assist in the renovation of the fields. Michael Ensley asked Bob Lee, SYSA, how the LSRHS plan to increase the fees would affect his organization. Bob said it would affect users, but felt that it would help if everyone knew what the additional funds would be used for in the future. A long-term plan would be helpful.

Jim asked Melissa how she felt about the fee increase. Melissa said it was positive that ideas were being discussed to raise funds to renovate the fields. She thought it would be good to review the IMA/MOU and get the Board of Selectmen involved in the discussions. She will schedule a meeting with Art to get the process started.

Art R. offered to come to future P&R Commission meetings if it would be helpful.

Commissioners discussed installing lights at the LSRHS lower turf fields and felt it would be an option to get more revenue from those fields.

Field Enterprise Fund – Melissa Rodrigues distributed a Field Enterprise Fund financial statement. It included data from the current year along with data from prior fiscal years. She explained that half of the budget for Parks and Grounds is funded by the general budget and the Field Enterprise Fund funds the other half. At this time, the analysis of the current fund shows there is no rate increase necessary for FY2019.

Melissa proposed a plan to raise \$25,000 annually to fund the Turf Stabilization account. This would start in FY20. The plan is to repurpose the \$10,500 from an equipment lease payment, which is ending in FY18, and raise an additional \$14,500 from retained earnings or a rate increase. This plan would allow the Town to save \$250,000 in ten years, which would go toward replacing the turf fields.

The Commissioners were pleased with the financials and thought it would be helpful if they could see quarterly information on the Field Enterprise Fund throughout the fiscal year. They would like to see the income generated by the various user groups.

Bobby expressed concern regarding the current condition of Haskell. The Commissioners discussed the possibility of a second well at Haskell.

Pool Enterprise Fund - Melissa distributed a Pool Enterprise Fund financial statement. She stated the Pool Enterprise Fund was not in good shape. Membership is declining and revenue is down. Melissa stated she is still reviewing data. She will submit a report in a month with more information and a recommendation on a rate increase or some other plan for the pool. The last time the Pool rates were increase was July 2017.

Cutting Field – Melissa distributed a replacement plan for Cutting Turf field. The plan includes a scope of services, a schedule and a fee for services. The plan will include a professional design and will allow better bids that will reduce surprise expenses.

Melissa requested the use a portion of the money from Meadow Walk for the outside design specs for Cutting Field.

Jim Marotta made a motion to use \$20,000, of the \$250,000 received from Meadow Walk, to hire an outside company to produce design specs for the replacement of Cutting Field.

The motion received a second and passed 3-0.

Bobby asked if Conservation issues could cause Cutting field to go off line. Commissioners discussed what time of year would be best to renovate Cutting field. Dan stated there are many options and weather may be an issue. Bobby asked about the fill options, and Dan stated he would have to speak with the design company.

Fairbank Task Force - Jim Marotta states the meeting tomorrow night is to review questions from residents and offer answers regarding the proposed Fairbank Community Center. He said that the Selectmen are looking for Park and Recreation Commission to comment on the proposal. He said the plan is to go to Town meeting with a request for design money for the project.

A motion was made to move forward with the Fairbank Community Building proposal stating that Park and Recreation Commission is in support of requesting design funds for the new facility.

The motion received a second and passed 3-0.

Meeting adjourned at 8:00pm.