

Virtual Meeting – 6:35pm

Sept 8, 2020

Commissioners: Bobby Beagan, Mara Huston, Jim Marotta, Ben Carmel, Dick Williamson  
Dennis Mannone, Dir. Park and Recreation/Pool

Guests: Chris Felt, Parks and Grounds, Tom Pullen, Kate Marchand, Alex Polemeropoulos, Kate  
Trainor- Girls Softball Board

**Public Comment:** None

**Director Update** – Dennis reported summer programs ended; pop-up day camp programs offered will run. Two weeks of swim lessons have been added. Pool staff is working on fall swim lesson plan, swim team/dive team rentals and lap lane/dive well availability for patrons. Field reservations include soccer, softball, flag football, baseball, and lacrosse. Dennis reported field layouts are a little different due to CDC guidelines and social distancing. More square footage and less fields lined. Game times have been adjusted to address crossover from game to game. Not too many requests for Davis due to EEE concerns.

Dennis reported the Field Enterprise Fund is in good financial, although field salaries are not being taken out at this time. Pool Enterprise Fund is keeping pace, part-time lifeguards have been used to cover vacation and swim lessons. Benefits will hit at some time which will impact expenses. Daily hours are 7 to 4 Monday through Friday, in addition to being open for rentals at night. Usage numbers are changing as people feel more comfortable coming back to swim. Family swim hours have been increased and have been very popular. Three teams rent the dive well for practices. Swim lessons have been successful; plan to continue them in the fall. Recreation staff is working on programs to bring in revenue to cover expenses and salaries, no part time staff used over the summer.

Bobby asked Dennis what he thought his work breakdown by department was and his thought on fall programming. Dennis stated his time is current split evenly 1/3 pool, 1/3 recreation, 1/3 field right now. He is the only one handling field requests at this time. Fall programming includes Terrific Twos, Wild Wednesdays, and a number of in-house and vendor recreation programs. All programs will follow CDC guidelines, which reduces class size. One Community program being discussed is a drive-thru Halloween pumpkin carving experience.

Dennis stated he expects registration to be slow due the late school start and COVID.

He plans to publicize programs through Facebook, email and registration through myrec.

Commissioners asked if the Town was assisting in publicizing the offerings. Dennis said yes and there is a plan to do a municipal minute with the Town Manager.

Bobby asked Dennis about Sewataro. Dennis responded that he and two of his staff will be walking the property this Thursday to see what programming opportunities might be available for Recreation and the Town.

**Fairbank Community Center Update** - Mara reported the Energy and Sustainability and Permanent Building Committee has met, neither taking a position on the building. However, they both agree the new building will be more energy efficient and there is an opportunity for some

type of solar electric system on the roof or a parking lot canopy. If that occurs the project would become a revenue generator for the Town. Energy Committee will make a comment on that at the Town Meeting. Permanent Building Committee reviewed the budget for the new building and supported the budget for the building. Bill Barletta said the current building is nearing the end of its life.

Town Forum occurred on August 26<sup>th</sup>, good discussion everyone worked well together. Dick stated that all the groups working together needs to be highlighted and will be a benefit to all.

Mara stated social media discussion has been very positive. Town Meeting vote is on Saturday morning.

**CPC Update – Softball Project** – Dick reviewed the project goals submitted by Girls Softball and stated it was quite an extensive list which he is in favor of, but wondered if it was the right time due to the expense. Mara stated the project will be going through CPC. Dennis stated the department will submit the paperwork, supported by the Commission and then to the CPC for review and a vote. Jim Marotta stated that someone should be in charge of the project and someone from the Commission would be assigned as the contact. Dick Williamson stated he did the presentation for the last softball CPC request and offered to speak for this request also. Kate Trainor stated girls softball representatives have come to the Commission before regarding improvements at Feeley Field. The girls' softball fields are the only fields without dugouts. The fields have several safety and usability issues. Looking for support and Town funding. Total budget request is \$98,709. Initial focus on Feeley 1, but all 3 fields have safety issues with fencing and protection from foul balls. Kate stated this request is for dugouts and bench seating for Feeley 1, a retaining wall to control the drainage issues on the 3<sup>rd</sup> base line, and relocation/replacement of the batting cage. Tom Pullen and Alex Polemeropoulos spoke to the specific detail of the request and plan. Dennis shared the layout of the fields showing the plan and proposed changes the softball fields including dugouts, chain link fencing. Feeley 2 and upper Feeley would be next in their improvement plans.

Bobby suggested it always looks good if the group requesting CPC funds is able to assist with the CPC contribution. Bobby also questioned if this project was approved by CPC would it have to go out to bid and be subject to prevailing wage. Chris Felt stated Bobby was correct, so this could double the budget. Mara stated Dan Nason would probably like a design study done first and Chris Felt suggested a water evaluation study. Process would be to narrow down on the priorities, get a design and other studies done that are necessary. Suggested meet with Dan and Chris to focus what is required and if design studies are required. Mara suggested the design should be done for all three fields at once and then split the projects as the funding is required. Bobby stated design costs could be requested from CPC, could be under administrative funds available, which Mara stated was \$50,000 She suggested contacting Sheri Klein to see if Water Evaluation/Design would be a possible for administration Funds. Mara will contact them.

October 9th is the CPC deadline, next Park and Rec Comm. Meeting is Oct 5.

Jim Marotta suggested developing a complete project request with separate phased in plans.

Bobby will send previous documents that were used for other Recreation CPC requests to assist in preparing documents.

Mara stated it is important to try and get this request into the CPC cycle this year, with Oct 9 deadline.

**CPC- Featherland Update Annual Report Phase 1 &2** – Mara stated the Town does annual audit on remaining dollars in articles. Mara spoke with Dennis and mentioned purchasing acoustic fabric for the fence at Featherland. He has received several complaints on noise from the pickleball courts. Mara stated there was approximately \$38,000 left in Phase 1 and \$3,000 for phase 2. She will need to confirm those numbers. Bobby expressed concern about spending the money for just a few complaints. Dennis stated complaints have also come in regard to the Feeley courts. Dennis stated the noise can be loud and repetitive and complaints increase as the sport continues to grow. They will have to look into the words of the article to see if this product would be covered. Mara will follow up with CPC to check if this purchased would be covered under the scope of the article once Dennis gives her more information on the product.

**CPC-Haskell Playground** – Dennis and Chris Felt met with a Little Tykes representative a few weeks ago regarding the status of the Haskell playground. Dennis presented the quote from Little Tykes which will correct current surface issues at Haskell (warped, root issues, tripping hazards) which came in at \$162,875. Some work would be done in-house. Dennis stated this is something that has to be addressed at some point. He isn't sure it should be this year, but felt this issue needs to put on the PRC agenda. Dennis stated this project would have to go out to bid; this was just an original quote to get an idea of the cost. Bobby said in the past the number to fix the playground was higher. Chris stated the previous quote included removing the asphalt and making the entire surface pour in play and adding some new structures.

Bobby asked if Dennis and DPW had the time and staff to push this through this year. Mara stated the renovation would be covered under the rehabilitation of a Town assets would be covered under the CPC guidelines. Dennis asked if both playground and girls' softball requests should be put through at the same time. It did not seem to be an issue, suggestion was to submit both. Mara stated recreation is part of open space requests now.

**Field Trash Disposal Field and Parks**– Permission to put trash barrels out on the fields with lids from the Board of Health. Dennis is researching cost of dumpsters. The hope is to have them by this Friday. Dennis still wants to have a hybrid approach of carry in carry out trash at some fields. He would like to keep signage up for carry in and carry out. Bobby likes the idea of putting a few barrels out during the off season would be good. Dennis expressed concern over who would cover the cost for that expense. Mara is in favor of signage for carry in/carry out. Trash pickup will be twice a week, Monday and Friday. Two or three barrels will stay out over the winter.

Dog waste containers are picked up two times a week throughout the year.

Dennis reported bathrooms at Haskell are now open. They being cleaned every night for a total of \$247 a week. 7 days a week, not a model that will be financial sustainable. The Field

Enterprise fund is paying for this. He is also looking at prices to clean the Featherland and Feeley bathrooms. This will be very expensive as long as the daily cleaning requirement is in place.

**Memorial Tree/Sign at Heritage Park** – Chris discussed donation of a tree from Peter Anderson, a former town employee. Mara asked if this was on the agenda and if not, it might be a problem. Bobby was okay with discussing this item. BOS is asking for approval to put the tree in Heritage Park. A brass plaque, similar to the tree at Haskell, will be placed by the tree.

Motion made to accept the generous donation of a tree to be planted in Heritage Park by Peter Anderson.

Dick seconded the motion and it was approved 5-0 Bobby-yes, Mara-yes, Dick-yes, Ben-yes, Jim-yes.

Dennis stated the Heritage Park sign is also on the agenda, the Selectmen will be voting to accept the donation, Park and Rec Commission will not have to vote on it.

**Master Plan** – Dennis and Bobby spoke with the architect regarding fields, and recreation facilities. Dennis sent a copy of their discussion with the architect to the Park and Recreation Commission. Dick W. stated he would like to meet with Dennis and Bobby to be updated the discussion with the architect. The architect willing to keep working with Park and Recreation to make sure everything PRC wants is in the Master Plan. Sewataro is still in the Master Plan. It is still unclear how that land will be used. Bobby mentioned the Sewataro numbers are still not clear. Mara stated the contract with the camp vendor agreement has a clearly defined sharing of revenue and two fixed \$60,000 payments. The Selectboard is still responsible for Sewataro, it is not on their priority list for 2020, but may be once the new Selectboard meets after the Town meeting.

Dick attended a Master Plan meeting and stated did and stated he feels the driving force should be the Park and Recreation Department instead of the Park and Recreation Commission. Perhaps it should be both, or at least define the rolls of both.

The Commission will be able to review another draft of the Master Plan.

Approval of minutes moved to next meeting.

Misc. – Dennis asked if there was still money in Meadow Walk and suggested it could be used for design money for Feeley. Davis Field was targeted for that money in the past. Mara suggested putting this discussion on the next Commission agenda. Also discussed the \$3,000,000 left over from Melone could also be a possibility for funds. That would need to go through a vote at Town meeting

Bobby may contact the Commission to possibly have another meeting to discuss this and vote on it. Suggested Dennis talk with Dan and Chris regarding the design fees and get a price for the study.

.

Adjournment - Jim-yes, Bobby – yes, Ben – yes, Dick -yes, Mara – yes.

