

Virtual Meeting 6:35pm

November 7, 2022

Meeting Roll Call: Jenn – here, Ben – here, Bobby – here, Mara – here, Guest: Sandra Duran, Combined Facilities Director

Dennis Mannone, Director Park and Recreation

Public Comment: Kay Bell, Old Lancaster Road, Commission on Disability, discussed Octobers' Disability Awareness month, and gave tips on disability etiquette so everyone is treated with dignity and respect. She encouraged everyone to visit the Disability website for more information.

Comments from Chairperson: Mara reported the new Fairbank building's foundation is being poured and crossing lights will be installed soon. Light bases for additional lights at Haskell parking lot will be installed this week. She received confirmation the spring shutdown for the pool is May 29th to July 7th, which is written in the contract. There are penalties if the dates are not met, unless a decision by the Town impacts the dates, or the scope of work is impacted by additional work which was unknown. Mara attended the Select Board meeting with Dennis to request additional funds for a 15-person van/bus. The Energy Committee has submitted a grant requesting funds, (\$55,000) for the difference between gas and hybrid. If the grant is received, the funds will be used to reimburse ARPA. She will be attending a First Parish event along with others from different boards and committees in Town. She invited other Commission members to attend. Representative Carmine Gentile requested \$100,000 for a basketball court and lights as part of an Economic Development Bill that is on the Governor's desk for signature. If these funds are received it will reduce funds requested in the CPC request. Mara has not seen the actual wording of the request that was submitted. Mara confirmed that Recreation has authority over Upper Grinnell Park, but not Lower Grinnell Park. She also noticed on the Town website that Ti Sales, which is Recreation property, is not listed as such and the section of Broadacres that is for recreation is not listed as Recreation property. She will send an email to the Planning Director to get clarification. Bobby asked Mara to include Heritage Park, which is listed as Historical property instead of Recreation. She will also inquire about the Recreation property on Barton Road which has access to Sterns Pond, which was a swimming area many decades ago. The land could possibly be used as a Recreation access to the pond in the future. Commission discussed the possibility of visiting the property at some point in the future.

Director Update: Dennis sent out updates for the Pool and Field Enterprise Funds. Summer camp money from Park and Recreation will be transferred to the pool this week, which will reduce the pool deficit. He said the Field Enterprise Fund will not see additional revenue until the spring permits. He is hopeful the Field Enterprise Fund will break even again at the end of the fiscal year. He is still concerned about the Pool funds since it will be shut down in the spring due to construction.

Jenn asked Dennis how the planned shutdown dates impact summer camp and if there will be issues if the pool could not be used. He would have to come up with different plans if the pool cannot be used. It would also impact the pool revenue since the summer camp program rents lane from the Pool.

Ben asked Dennis if pool users have commented on the increase in fees. Dennis said the increase in fees has not been a big issue. His bigger concern is the pool had to shut down in August for a month and will have to shut down again in the spring for a longer period of time. Dennis mentioned at some point the

membership fees will have to increase once the new building is completed due to an increase in staff/ salaries and supplies.

Mara mentioned retained earnings should not be used to cover expenses/salaries during the shutdown. After discussion, it was decided that Mara will reach out to the interim Town Manager and the Finance Director to discuss the strategy for supporting the pool during the contracted shutdown and ask for their guidance.

Dennis mentioned it is still difficult to find lifeguards. He said fewer young people want to take the certification courses required and the Town salary for a lifeguard, which is low compared to other locations. He said there are lifeguard shortages everywhere.

CPC Report: Mara stated the CPC received 3.1 million dollars in requests for projects. She said that the CPC has 1.7 million in actual funds, in addition to reserve funds so it will be challenging for the CPC to fund all requests. Sandra Duran, Combined Facilities Director, submitted a CPC request to make the various recreation properties accessible according to the assessment that was done a few years ago. Mara asked Sandra to come to the Commission meeting to speak about the projects. Sandra stated she took a look at the ADA assessment and submitted the CPC application based on creating accessible pathways to the athletic fields, picnic and bench areas. This would be a combination of granite surfacing at Davis, DPW office and garage, Featherland Park, Grinnell Park, Haskell Field, Ti-Sales, Willis Lake, and Heritage Park. The total request is \$187,745. Sandra stated the design would revolve around how the spaces are currently being used. Mara mentioned that Davis and Ti-Sales may have ADA improvements to them based on the rail trail. Jenn asked why Feeley was not on the list. Feeley wasn't included since there is a separate CPC request for Feeley improvements that includes ADA. If funds are received, then Sandra will work with the users to determine the ADA design for the fields. Mara mentioned the Garden Club was working with the Park and Recreation Commission on the installation of a new granite bench. Sandra was aware of this and ADA issues involved with the bench.

Commission discussed the possibility of extending the current walking path around Haskell field and what it would do the current field layout. Mara asked if the Park and Grounds staff could be asked what the issues would be if the walking path was extended. Dennis said he had mentioned it to them and Dan Nason, DPW Director, would have to be involved along with engineering. Dennis said an extended walking path would definitely impact field layouts. Mara asked Bobby to reach out to the Parks and Grounds Department to see how an extended path would impact the soccer field layout. Bobby will work with Dennis to gather that information. Sandra stated she is hopeful the funding will be approved so she can work with the users to maximize the areas to make easy pathways for everyone to get to the recreational facilities.

Mara asked if the funds are for just design or design and construction, Sandra said it would be design and construction. Mara asked Sandra to double check any overlap with the Rail Trail in regard to the ADA request submission. Mara will put a vote on the next meeting agenda for Commission approval of this request. She asked Sandra to update the Commission on any changes before the next meeting in December. Bobby asked Sandra to include photos of the recreational areas in her presentation. Sandra will send a copy of her presentation to the Commission for review.

Feeley Field CPC Request: Mara sent specific CPC questions to Dennis about the various permits required due to wetlands. Overall question from the CPC was how long will it take to get through the

Conservation Commission and Planning Board process and which Fiscal Year the fund request should fall into. Mara asked Dennis his thoughts on the questions she sent him. Dennis said that any permitting for storm water management and other permits would be part of Feeley Phase 2 and was not part of Phase 1, any additional permitting etc. will have to be paid out of the Feeley Phase 2 funds request. Dennis is working with other Town departments on Phase 1 of Feeley, but it is a slow paperwork process along with delays due to Covid. Dennis said he will be going before the CPC on December 7th and will be able to address any questions at that time.

Commission continued discussion on Feeley 2 submission, it is the largest request for funds this year. If the Feeley Phase 2 submission is approved the funds will be available in July 2023. Commission discussed trying to find funding from other sources to reduce the CPC request. Jenn said she has contacted several organizations, but didn't find much funding out there and Sudbury doesn't qualify in some cases.

Mara asked Dennis if he contact Laurie Capone, Conservation, and see if she can respond to some of the ConCom questions. Dennis said she replied to an email he sent and read her response. She would have a concern with any fertilization or herbicides used on the field and those chemicals being picked up by the drainage depending on the buffer zones. Irrigation is part of the current plan, but could be removed if it is not recommended by Conservation. Dennis said if irrigation is removed from the current plan, it can not be added back in later.

Mara asked if all the design work is being done now. Dennis said only the design work for Phase 1 is funded at this time. The architects charge was to take a look at Phase 2 do soil testing, get us a price estimate of what it would cost to design, but not produce any bid documents or go through any permitting prices. Mara said she thought all the design work for all phases was supposed to be done with the initial allocation. Dennis said that may have been discussed early, but it wasn't the final decision.

Bus for P&R Department – Dennis stated he is going before the Select Board again next Tuesday because the manufacturer he was dealing with he can no longer get a hybrid activity at this time. He will have to buy a gas van, take delivery and then get on a wait list to have the gas van converted to a hybrid van. He said this was always the case, but in the past the conversion would be done before taking delivery. He said the van still won't be available for a year or so. Since the scope of the van request had changed, it was thought he should go back and explain the situation to the Select Board. His concern is if the gas van is not purchased now the delay for the van will only get longer due to supply issues. He is using a vendor that is on the State Bid list. Mara told Dennis to let her know if he wanted anyone from the Commission to attend the Select Board meeting with him.

Community Programming Needs: Mara asked Dennis for an update on Community Programming plans, including inclusion and adaptive programs. He said he hasn't done too much since the last meeting. He discussed a programming with the Program Coordinations. They are starting to plan for summer, but there is concern about planning for other programs during the construction of the new building. Mara said the goal is to have discussions on programming so the programs are ready when the new facility is open.

Jenn suggested a survey to the community to get some ideas. Dennis agreed that surveys are good, but he is still not sure how the new building is going to be staffed which will impact use. Jenn is concerned

the community will look at the new \$30 million dollar building and expectations will be high for programming use. Dennis said it is difficult to program without knowing how the building is going to be staffed and how that staffing will be funded. He is currently planning week to week since the construction issues can change and impact programs.

Ben asked Dennis how he sees the new building being run. He said the Town will have to make a commitment to fund Recreation positions so the building can be staffed properly. The staff at the pool was larger in the past, but over the years it has been reduced. He is guarding in the morning until the full-time lifeguard starts. There is a lifeguard shortage so that makes it difficult because the supervisors have to lifeguard in addition to supervise the facility at night. Ben asked what else might be done to help rectify the situation and where should the efforts be focused. Dennis gave some history that in the past there was an Aquatics Director along with two supervisors and one full-time lifeguard all funded out of the Pool Enterprise Fund. Now there are two supervisors and one full time lifeguard. Dennis assists in lifeguarding in the morning and opens the pool. He said they have had to reduce weekend hours due to staffing. His plan is to put in a request for an Assistant Park and Recreation Director in the next budget cycle. He is also going to put in a request for Town funds to run adaptive/inclusive programs. Jenn asked questions about staffing for lifeguards and commented she didn't think Dennis should be lifeguarding and there were many other projects he should be working on for Recreation and the Town. Bobby expressed concern about how much time the Pool is taking up of Dennis time that he is not able to focus as much on the big Recreation projects. He questioned what the right amount of time is for the pool when a large part of the users are not Sudbury residents. Dennis felt the issue was bigger and the Town has to decide what type of Recreation Department it wants and proper funding for the department. He said the Town now has Sewataro to take care of so maybe a survey would ask residents what they want in Town. Recreation no longer runs tot soccer programs, basketball or baseball. Many of the youth programs have started to run those programs which put them in direct competition with Recreation

Bobby thought it would be interesting to see what the Department looked like ten years ago when Dennis was here the first time and compare to how it operates today. He suggested Dennis put together an ideal plan for what he would like to do in the new building with the bigger space and staff. Jenn agreed and said she would like to see this conversation continue in future meeting.

Dennis said the Program Coordinators do not do a lot of work at the pool, but both are lifeguard certified. In the future, he is looking to have all staff lifeguard certified so that whomever is in the building can be a supervisor of the pool or recreation. He is still figuring out how that plan would work in the new building due to the new layout of the facility.

Mara asked Bobby to work with Dennis to support him and work with the Town to see how the new building will be used/staffed and funded. The hope is to have a plan on how the Commission can work to advocate for the Recreation Department's plan for the new building.

Bobby asked Dennis if the dive well leak ever got fixed. Dennis referred Bobby to the Facility Director and Town Manager. Mara said the leak has not been fixed at this time.

Ben added that the current funding model for Park and Recreation is broken and needs to be changed, and felt that was something the Commission should be advocating for in the budget cycle. At least the Commission should raise the awareness that it needs to be fixed within Town leadership. Ben said he

didn't see it getting fixed until there is a new Town Manager. Mara agreed that the Commission could start to document the problems and discussion solutions so when there is a new Town Manager they have the information ready. Bobby and Ben will work with Dennis to dive into this in more detail and discuss it at the December meeting. Ben said may not be at the December meeting so it may need to move to January.

Bobby asked about the dive well leak again and questioned who he should reach out to find out the status. Mara said she would reach out to the Facilities Director and forward the message back to the Commission.

BFRT Advisory Task Force Report: Moved to the next meeting since Laure was unable to be at the meeting.

Funding Opportunity for P&R: Mara reported that the Commission will have to return funds not spent back to the Sudbury Foundation Community Program grant funds. Moving forward how does the Park and Recreation Commission get funds to run community programs. The Finance Director said he agreed with the Town Council and the Town Manager's assessment that the Park and Recreation Commission could collect fees to host community events utilizing revolving funds. He did say there are many variables regarding the process that he could not provide guidance, so he suggested the Commission come up with some specific scenarios about events and how the process will work for further discussion. Ben asked for any suggestions/comments to be sent to him and Bobby. He said it isn't a question of if it can be done but rather how the process will work.

Review and Approve Meeting Minutes: Motion made to approve the September minutes with corrections and additional of page numbers. Jenn seconded. Vote: Bobby -yes, Jenn – yes, Mara – yes. Motion passed 3-0, Ben abstained, since he wasn't at the Sept. meeting. Motion passed in favor 3-0.

Motion to approve the October minutes. Jenn seconded. Vote: Bobby – yes, Jenn – yes, Ben – yes, Mara – yes. Motion passed in favor 4-0.

Next Meetings: Next meeting is scheduled for December 12. The January meeting is scheduled for 9th at this time.

Motion to adjourn, seconded. Bobby – yes, Jenn -yes, Ben -yes, Mara -yes.