

Virtual Meeting 6:33 pm

September 17, 2025

Commissioners: Mara Huston, Granger Atkenson, Ben Carmel, Laurie Eliason (joined at 8:00pm)

Guests: Andy Sheehan, Town Manager, Victor Garofalo, Asst Town Manager/Finance, Sandra Duran, Combined Facilities Director, Park and Recreation: Dennis Mannone – Director

Roll Call: Ben-here, Granger-here, Mara-here (Laurie joined at 8:00pm)

Public Comment: None

Director Update: Dennis reported he was preparing to submit two CPC articles; one for design costs associated with development of Broadacres and one for design associated with development at Davis Field. He used Gale Associates to develop cost estimates that could be adjusted at a later date. Dennis discussed these articles with Victor and the decisions was to submit them before the deadline on Monday, September 22 to start planning for development at Davis and Broadacre. Mara said the Commission would discuss the articles as part of the Field Assessment Survey discussion later in the meeting. Mara asked about Dennis' involvement in the office hours meeting with the Town Manager. Dennis stated it was arranged through the Town Manager's office a number of months ago.

CPC Updates: Granger will give an update on the CPC budget at the next meeting and projects that are being submitted as CPC articles.

Update on Smile/Lyons Playground: Victor will submit a CPC application requesting \$300,000 funding for additional renovation work at the Smile playground located at Haskell field. He is using option 4 of the playground layouts presented at the last meeting. The article includes replacing some wood chips with pour in play surface, adding a shade structure and some new equipment. Trees were also mentioned, but that will be handled separately. Ben raised concern that the Commission discussed the various options but never took a vote, instead indicated they supported the submission of an article. Victor said if the CPC article is approved, the conceptual design could be changed, but it would have to fall under the funding approved and option 4 was the most expensive. He met with the DPW Director and others regarding trees for that area, in addition, some type of barrier would also have to be added to control roots, so they don't impact the playground surface.

Victor is also submitting a CPC article for renovations to the Haskell bathrooms. Sandra said the bathrooms are currently ADA compliant, but need some upgrades; changing the fixtures, cleaning/painting the walls and making sure the roof is not leaking. She is also looking into improved access controls for the doors. Due to a bathroom cleaning issue over the weekend, the bathrooms will now be cleaned each day during the fall soccer season. In addition, signs will be posted with a phone number to call for any issues that occur after normal business hours. Mara expressed concern that the Field Enterprise Fund is being charge for all the cleaning costs. Andy Sheehan, Town Manager, stated that as of now the cost would come out of the Field Enterprise Fund, but funding sources and responsibilities between enterprise funds, the general fund, and the facilities department will be reviewed in future budget cycles.

Sandra clarified the Outdoor Space CPC article for \$150,000 is for design only. She mentioned she also has ADA funds to help make the fields more accessible. Mara questioned if there was consideration in the original project to build new bathrooms at Haskell. Sandra is currently working with Town staff on the capital plan.

Update on Atkinson Pool Renovations: Sandra reported the pool renovation project is moving forward, no major obstacles since the last meeting. Pool skimmers and some tile has been removed. The new roof is completed and solar ready. Fences will be taken down, so basketball/pickleball courts and parking lot will be open sooner than expected.

Understanding Town Staff Key Contacts for Recreation Projects: Mara confirmed that Victor or Sandra are contacts for pool renovation questions. Dennis is the contact for the Feeley Phase 2 project and Adam Burney is the contact for the Open Space and Recreation project. Victor is the contact for the Haskell playground project. Sandra is the contact for the outdoor space project for Fairbank and Haskell field.

Field Need Assessment (prioritize projects – Davis Field leveling project): Mara shared a Project Prioritization Framework document she created to review the Field Needs Assessment Survey data. The Commission discussed various type of work including stand-alone projects, field realignment and collaborative projects, support structures and maintenance. The type of projects discussed included Davis Field regrading, upper Featherland Parking lot reconfiguration, rebuild of the Feeley multisport courts, Turf vs Grass, Lights on Turf fields at LSRHS, Rebuild of the Basketball court at ECMS, with a possibility of pickleball courts added, bathrooms, irrigation and field maintenance scheduling. Ben thought the Commission should think about privatization of maintenance for the fields and how those costs would compare to the costs incurred now. Ben suggested the Park and Recreation Commission establish a set of policies regarding field and court usage, facilities policy, policies regarding field lights, and even code of conduct regarding noise and pets on fields. Mara asked Dennis for more information on the CPC article for Davis Field. Dennis is using Gale associates for the cost estimate to get design funds for what could be put at Davis Field and the cost associated with the project. Dennis did not believe the parking lot would be part of the field design discussion. The CPC request for Davis is \$122,000. Opinions and information can be added before the article is presented to CPC in December. Dennis also presented the CPC design request for Broadacres for \$214,000. Victor clarified that the design quotes do not necessarily mean the suggestions in the Gale Field Needs survey is what will be done at the fields. Mara added the Commission would have 6 to 7 months to work through the Field Assessment comments and make determinations on what recommendations they would want to include in the Broadacre and Davis field designs. The CPC requests will allow discussions to find out the cost of development of both Davis and Broadacres. Victor added the idea of submitting these two CPC articles for design in 2025 so the projects can be moved along rather than loose out on another year. Dennis stated there will be public hearings in the future on these articles so there will be plenty of opportunity to discuss what will be located at each field and incorporate the data from the Field Needs Assessment.

Laurie joined the meeting at 8:00pm

Sudbury Youth Baseball LED Scoreboard at Featherland: Discussion moved to a future meeting.

Assign Liaisons to SPSC and LSSC: Commission discussed assigning Park and Recreation Commission liaisons to the Sudbury Public School Committee (SPSC) and the Lincoln Sudbury School Committee (LSSC). Mara stated Charles Morton is the LSSC liaison to the Park and Recreation Commission but she was not sure if the SPSC had a designated liaison to the Park and Recreation Commission. Commission discussed the responsibilities of the liaisons.

After discussion, Mara made a motion to appoint Laurie Eliason the Park and Recreation liaison to the SPSC. Granger seconded. Vote: Laurie-yes, Granger-yes, Ben-yes, Mara-yes. Vote passed in favor 4-0.

Commission decided to wait until the October meeting to vote on the LSSC liaisons.

Review and Approve Meeting Minutes: Laurie made a motion to approve the July 28, 2025 meeting minutes as written. Granger seconded. Vote: Laurie-yes, Granger-yes, Ben-yes, Mara-yes. Vote passed 4-0 in favor. Granger made a motion to approve the September 8, 2025 meeting minutes as amended. Laurie seconded. Vote: Granger-yes, Laurie-yes, Ben-yes, Mara-yes. Vote passed 4-0 in favor.

Future Meetings: Next meeting is scheduled for Tuesday, October 21, 2025 at 6:30pm. Dennis offered he should have an update on the Open Space and Planning project by that date.

Motion to adjourn the meeting by Granger. Ben seconded. Vote: Granger-yes, Ben-yes, Laurie-yes, Mara-Yes.