

Parks & Recreation Commission – May 18, 2015

- Meeting called to order: 7:37pm - Bromfield High Cafeteria (Harvard, MA)
- Attendees – Doug Thornton, Wyona Lynch-McWhite, Elizabeth McGrath (not sworn in), Bob O’Shea
- Approval of minutes:
 - o April 6th meeting – Motion to approve: Steve V., Doug second. 3:0-1 approved.
 - o May 4th meeting – Motion to approve: Doug, Steve V. second. 3:0-1 approved.
- **Field Updates:**
 - o **Senior Project:** Nicholas Steele (student), Ian Rowatt (student) and Jim Lee (supervisor) presented
 - The “shack” building at the track, used for community events, training facility, equipment, is unfinished at this moment. Their proposed project is to ct is to finish – Nick (electrical) and Ian (interior) of the building.
 - The summary of project discussed (materials presented.) This includes solar panels, basement, storage, etc.
 - Do you have a charge controller (Bob O’Shea)? The company Alt E (in Harvard) has one
 - Presented to energy committee – there’s an active group that are assisting on this project and what the scope is
 - Support from this committee has been given
 - Once the installation is happening, is a permit required? Yes. There is still an open permit (work done ~ 2 years ago.) Once that permit is signed off on, the additional information/permit will be approved. Wyona – because this is electrical, does this require a professional? They are working out the details of this...
 - Interior of the “shack” for two changing rooms, meeting space, etc.
 - A lot of the funding has been provided by the Lions Club
 - Approval needed on Senior Project – Solar power and outfit the interior (as described)
 - Will come back for a review of project, present details, etc.
 - All DC power? or AC power?
 - In terms of winter storage, will they be here year round? Will be protected/warm enough with temperature and the batteries will be fine.
 - How will the room be secured? It will be a locked door. The batteries will also be stored in a locked container.
 - Has the Park Trust thought of recurring upkeep? They are aware of this issue; their mission is to take care of this place. They have thought of the long-term.
 - Motion to approve this project: Steve V. Doug Seconded. 3:0-1 approval.
 - o **Update from Jim Lee:** Trails out back of Harvard Park – question as to whether we actually need wetlands delineation. For these requests and information, you can work with Doug (field liaison) for this. Personal request – field passed Ryan Land (P&R land) used to be mowed yearly; this hasn’t been mowed yet this year. This field could be used for a small soccer field, etc. Doug will follow up on this information.
 - o **Field Updates:**
 - Wyona presented Doug checks/online registration for the track program
 - Picnic Tables (wood) will match what’s currently there? Doug is still in search of vendor and all that’s left is the selecting of them. This budget has been approved and just waiting on proposed vendor/item.
 - Electrical: women’s club check for lighting was received, Doug has contacted vendors for the electrical and will have additional information for the commission.

- Corbett Bill: this hasn't been paid yet for the irrigation. This was requested originally by the DPW – additional information is required on this matter prior to payment.
 - Wyona – do we have funds to pay? Doug – no, we have funds to pay this bill. This should be include in future field maintenance costs.
 - Also, confirm with Steve G. on warrant and late fees
 - For the leftover costs, this should be given to DPW for supplies, field painting – academic or summer? Both for immediate year.
 - Wyona – A request for yoga on the common? Doug will quote the listed rate. Steve V. – is this an outside vendor? Yes. Do we check them for insurance? Yes, they should – Doug should confirm this with yoga.
 - Picnic tables; if we can put one on the little common (in the triangle) between the common and the town hall.
- **Beach Operations:**
 - **Lottery Updates –**
 - Beach stickers were given to Harvard Park Trust. As it relates to the beach, do all commission members receive stickers? Yes, including the harbormaster.
 - A word document of all winners were posted. There were a couple of duplicates; these spots have been taken care of.
 - In dealing with the already paid members who did not win, these have to be manually removed by Steve G. Steve V. can assist on this matter.
 - Canoes/Harvard – a rack will hold a single canoe however, will hold 2 kayaks. Is there room for additional racks? This has been determined in the past that this does not work – it may work and we will research this further.
 - Additional racks in the future are possible; these options were discussed in further detail.
 - A citizen adds input regarding enforceability in this matter. He suggested that this is discussed with Chief of Police Ed Denmark on this matter. These rules are now to be enforced.
 - For two kayaks on a rack, it is \$20 per sticker? Correct. The MS number will be written directly on the boat sticker. All the updates will be posted on the website.
 - **Beach Updates –**
 - Computer – is this okay to purchase? As long as this is approved by Lorraine.
 - Ali (Beach Director) also needs to meet with Marie in regards to the Beach Staff.
 - As a backup, the Head Guard has the authority (once she discusses with Marie.)
 - Can we intervene if Ali is unavailable? Wyona – not that we know of unless there is no Beach Director.
 - Bob mentioned that it may be worth it to ask what Steve V.'s role is in the event that the Beach Director can? Will confirm this information.
 - Swimming Lessons question (Doug) – Fresh Air student (Brooklyn); could we fund a week of lessons for one student? Wyona/Steve V. – we will look into this.
 - Dock discussion – Bob O'Shea (materials presented)
 - Spoke with Debbie Richie. Anything that has to do with anchors, this is out of scope (options 2 & 5 are eliminated.)
 - Wyona – perhaps another option that includes option 3 and 4? If we end up needing additional funds, we can utilize the P&R funds to cover this.
 - Commission - consent to get these options completed. We would like to accomplish this project to the best as possible.
 - When will this work begin? This is able to be done while boats are currently present. Bob mentioned that this is feasible.
 - We will go forward with Option 4 – hope (in the future) to move forward with Option 3.

- Boy Scouts/Eagle Scouts – any available to help with racks/docks? Steve V. to talk to Don Graham.
- **Handicap Accessible Updates –**
 - Paving at the Pond is completed/Handicap parking spot to be completed by DPW
 - A base for the accessible porta potty is also completed
 - Water fountain not up to disability standards – willing to work with Rick West to modify (get quote, etc.) He presented options for the water fountain (as discussed last meeting)
 - Wyona – when will this be done? Before Memorial Day
 - Amount approved for this in the budget – he will work with Steve V. to complete this project
 - **Mobility Chair – Bill**
 - Do we want to expand the accessibility options in Harvard?
 - Tim Bragan – in terms of town’s liability, all employees, volunteers, etc. are covered
 - Where we have to be careful – this is to be used at your own risk.
 - Wyona – has anyone ever asked for this? ~10 people who have mobility issues
 - Who’s watching these people? It’s the responsibility of the caregivers
 - This needs to be reviewed by the Beach Director.
 - We also need to address the issue of storage along with needs assessment
 - Additional players (i.e. Beach director, council of aging, etc.) need to be brought in before any additional action can be taken.
 - Anything need to be done to the slope in the water? No.
 - Will work with Steve V. (he can try the chair)
 - **Parking Issue –**
 - Steve G. and Wyona met with Ron Ricci. There is a house on the corner (about 20 feet or so into their property) stopping at Pole #8. The wells have tested that there is something in them.
 - Additional details are discussed regarding location, drainage, etc. This location essentially does not affect parking.
 - This will be added to the selectman’s agenda for their upcoming meeting (19 May.)
 - Bob suggests that parking be allowed under the trees (need to take down the fence)
- **Budget Updates:**
 - Steve G. has all the stickers; town hall will be given the stickers to pass out.
- **Additional Updates:**
 - No new events on calendar.
 - Fishing tournaments – need to confirm that this is paid for
 - Placement of racks needs to be worked out with Steve G/Steve V/Wyona
 - Rowers and Kayak are competing? Negative.
- **New Business:**
 - Renewal for town permit (Bob O’Shea) presented. This was given to Steve V. for review/approval.
- **Meeting Adjourned at 10:05pm**
- **Next meeting June 1, 2015.**