

**Wayland Recreation Department
Draft Minutes
November 24, 2014
Recreation Meeting**

Present: Brud Wright, Anna Meliones, Frank Krasin, Asa Foster, Jessica Brodie

Meeting called to order at 7:07pm – taped by WayCam

Vote payroll and bills :

- Defer to end of meeting. Frank to review them in more detail and to be approved at next meeting.

Vote Recreation Commission draft minutes from previous meetings:

Anna – small correction on dollar amount. Anna, motion to accept October 20th minutes with change. Asa, second. No discussion. All in favor.

Public Comment:

No comments, or anyone present.

Master Plan Discussion:

Survey map of Loker from Gale – Frank asked if this had been submitted back to us since work was completed. Jess to follow up for more information because nothing of detail was given to us yet. Jess to follow up with Bill Seymore from GALE to find out what the disconnect is from our requests.

Field Preliminary Cost Estimates:

Jess made a spreadsheet to compare three company quotes received for below work:

Master Plan Work proposed:

- o 1 60' baseball diamond – new at Loker or refurbished softball field at Claypit
 - o 1 multi-purpose 11v11 grass field at either H/S site, Loker, Nike
 - o 1 artificial, multi-purpose turf field with lights at the DPW site, and/or the H/S site on top of the current JV Baseball field
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- Brud explained new thoughts behind efforts and which fields to move forward. Feels Baseball is not an “in demand” sport right now so questions if another NEW field is needed.
 - Frank feels a new field at Loker would fit easily. Taking a field offline at Claypit would make a field offline for several growing seasons.
 - Brud talked about CPC meeting that he, Frank, and Jess attended. The group did not seem supportive of any work associated with an artificial turf field. Brud feels we should not ask for any funding for a turf field because of the constraints with turf fields among CPC and in Wayland.
 - Brud spoke to Barb Fletcher from the School Committee today and asked for their committee to make a decision on what they would support at the high school in order for us to limit our options of possible locations for the above fields. We will be on their agenda on December 1st to discuss this, but they are not certain that they can make a decision by then.
 - Group talked about discussion between school committee, town administrator, DPW, and Rec commission. Trying to figure out the grey areas among departments to determine who manages, budgets for, and keeps track of certain assets.
 - There needs to be a clear, written clarification of which departments manage which assets in town so they are maintained properly and cared for.
 - Jess made a document that outlines all of the recreation field assets with Mike Lindeman. Identifies maintenance needed, properties to oversee, and all other details Mike could contribute.
 - Commissioners talked about scheduling of gyms of wondering why school department schedules gyms and not recreation. Anna feels gym scheduling should be similar to field scheduling.

- Going back to CPC requests, Brud recommends not asking CPC for any funding for a turf field. Just request funding for Dudley Woods & Grass field:
 - o Dudley Woods - \$129,760
 - o Grass Field - \$20,000
- Brud talked about support for a turf field may also depend on when the ownership of that land will be transferred, and when that transfer will happen.
- Frank is on a land use committee to determine what to use open lands for. They talked about the DPW site and are establishing criteria's to determine what factors that would determine recommendations to Finance Committee of how they can determine what is needed and what is not to allocate lands. The group determines the criteria within the next three weeks. Brud would like to coordinate with the committee to explain Recreation's needs and goals with DPW property.
- Library cannot request grant funding for a new library at DPW site until they have an actual address for a new building.
- Brud suggests pursuing with BOS to determine new ownership of DPW site sooner than later for departments to continue investigations.
- Brud suggests meeting with Planning Dept, Library, and Recreation to agree upon how we would all suggest using the land and presenting that to BOS for decisions. Sarki has already made 2 or 3 various proposals on how they could be situated. After this is determined, a rendering could be made and then presented to the school committee for thoughts, discussion and ideas.
- Brud feels we should pursue Loker for 11v11 grass field and a baseball field. **Jess to get revised estimates for both fields at this site.**
- Lights at Riverview is still on the table for the long term master plan, but not have on this years requests. Possibly ask for it in 2-3 years, and have baseball's support and interest prior to requesting CIP funds for this.
- **Before next meeting, Brud asked all commissioners to digest field estimates from three companies so that we can make a decision on which consultant we will want to work with for these projects. Choose a company at December meeting. Get exact quotes for Town Meeting**
- **Projects: Turf Field at DPW, 11v11 & Baseball fields at Loker, Lights at Riverview, decide at next meeting about baseball field at Loker vs. refurbishing a softball field at Claypit.**

Upcoming meetings:

- Meet with School committee on Dec. 1st to discuss school property management and budgeting. Also mentioned turf field at middle school.
- Meet with Library, Planning board (Sarki) to discuss new library at DPW site.

Department Responsibilities:

- Jess made an outline of agenda items to talk about with Finance Dept, School Committee, Facilities Dept, DPW.
- Grey areas of management need to be identified.
- The town hasn't changed as far as inventory of properties much, just the control and management of all the properties has changed.
- This is all a work in process, and an update will be given at next meeting.

Facility Use Policies & Fee Structure:

- Frank wanted to discuss if organizations could put banners on the fields, more specifically, Art King Baseball field. (WBSA)?
 - o Brud brings up point that groups are technically renting property, using property to advertise donors, and keeping the money for organization support.
 - o Anna talk about how it could be similar to campaigning signs asking for permissions. Anna feels gives opportunity for local businesses to advertise.
 - o **Jess to come up with banner policies/standards and present to commission. Will determine at next meeting if this is something to try for the Spring. Jess to ask Nan or Sarki if this ok for signage.**

- Overview of Facility Use Policies & Fee Structure document that Jess put together
 - o A page to be added to define guidelines for approving field reservations for practices & facility reservations (priorities & user groups)
 - o Discussion about defining “Wayland Youth Teams” and if that means 100% or 70% wayland residents and/or students. Change to 80% “students and/or residents”.
 - o Price to increase for a non-Wayland youth team to \$60 per team.
- Ages of Seniors:
 - o Frank, motion to make the senior age for Recreation 55 vs. 60. No second motion. Long discussion about why we should accommodate the age of a senior based on EMASS Senior Softball league which defines it at 55.
 - o Age 60 is the defining age for a senior based from COA and the national federal standard for defining a “senior citizen”.
 - o Anna, Brud, Asa all feel the age of a senior should be consistent and defined to match what COA is using to define this age.
- Turf Field Account
 - o Discussion defining amount of money that gets transferred into the turf field account.
 - o Jess to determine what amount is needed to replace the turf field and when.
 - o Brud to ask Fin Comm. If some of the money from the \$83k can be transferred into that account to make up for previous mis-accounting.
 - o Still need to determine what amount goes into the Turf Replacement account.
 - o The other argument with turf replacement account is that the school is using it most of the time, so if there is a short fall should they contribute to replacement cost?

Guidelines for Approving field reservations for practices & facility reservations:

- A page needs to be added to Facility Use fees to identify this process.
- Add a cut off date to submit seasonal facility field rentals. After deadline for submissions, Rec department will analyze requests and only if there is a conflict then Jess/Rec staff would meet with those groups to work out a resolution. Priority will NOT be given based on a first come, first serve basis any longer.

Long Range Capital Budget:

Capital Improvement Requests:

Capital Field Maintenance - \$125,000

DPW Turf Field Design - \$150,000

CPC Funding Requests:

Dudley Woods – up to \$130,000 for design and construction

Grass Field Design - \$20,000 for design at Nike site

Public comment:

No other residents present

Business not reasonably anticipated 48 hours in advance by the Chair:

Jess – Community Center

Ski Program – Low participation on south side of town

Program offerings – Anna thinks our overall program offerings seem lower

Adjourn – Anna motion, Brud second.

Meeting adjourned at 9:50 pm.

Agenda Items for Next Meeting: December 9th at 7:00pm

- Dudley Woods with Don from BETA (one hour time frame)
- Capitol Budget Requests
- CPC Requests
- Financials of Department