

**Wayland Recreation Department
Draft Minutes
February 17, 2015
Recreation Meeting**

Present: Brud, Anna, Frank, & Asa after 7:00pm

Meeting called to order at: 6:40 pm

Public Comment:

Bill Sterling - CACC Advisory Committee has a Warrant going before the 2015 Town Meeting that shows options for a Community Center on the current Municipal Pad site. In the Warrant, Fin comm. Has put in a note that Recreation has approved the concept of the Community Center at that site.

- Fin Comm & BOS need the meeting date that the Recreation Commission approved the concept of the community center.
- 21,200 sq. ft. community center between the town building wings for COA & Recreation. The study will be to design the two concepts and investigate options further. \$150,000 being asked for study. (\$68,000) first phase of study for Conservation to Approve. Second phase would be working with COA and Recreation to design the building that would meet there needs and then move forward from there.
- The group is striving to have studies done by July/August so they can attend a fall town meeting to request further funding for the design aspect.

Commissioner Re-Elections

- Currently on the board, Brud is running again but Stas is not. There are several other residents also running for the two open positions.

Department Finances:

- Originally voted to support the 53D Revolving Account. Any funds in excess of \$10,000 that are not encumbered then those funds would revert to the general fund.
- There have been many meetings discussing the issues and restraints of the current Recreation Department's financial model is structured.
- There are three options: 53D Revolving Account (no salaries or Indirects), 53 E ½ (spending cap), Enterprise Fund
- Expenses and the spending cap are the main concern from Fin. Comm. With Recreation.
 - o Why was there a spending increase from FY13 to FY14 – program expansion, one time costs
 - o Recreation generates the money to cover the costs of program expenses.
- More work needs to be done to investigate how the Indirect Costs are calculated and why they are taken the way that they are.

- Meeting with the BOS tonight to discuss the two Warrant Articles that were added as place holders for possible options and discuss if those will still be presented at town meeting or pulled.
- Brud would like more information about Indirect's and discuss this further with Fin. Comm. And BOS. Find out if we are being treated differently than Children's Way, COA, and Transfer Station.
- Tonight at BOS Meeting – they want our stance on financial model to date.
- A sub-committee will be formed to further investigate the long term options, but a short term resolution needs to be decided on now for the remaining spending for FY 15

Vote - Brud, motion to raise our spending cap to \$595,00 for FY15 and FY16 with no Indirect costs included, but will pay OPEB. Salaries for full time office staff would come from the General Fund. Frank, 2nd. A sub-committee will investigate long term options, and the two warrant articles will be pulled from 2015 Spring Town Meeting. All in favor (0-0-4)

(7:20 pm – The Recreation Commission paused their meeting to attend the Board of Selectmen meeting as they were requested to from the board.)

BOS Meeting:

- The BOS asked Brud, chair of the Recreation Commission, to provide the current stance and recommendation from Recreation's view point on the financial issues surrounding the Revolving Account and the spending cap ceiling that has been discussed in several other meetings already.
 - o Brud explained that our current recommendation is to manage the department with the current 53 E ½ Revolving Account for the remainder of FY15 and FY16 with the spending cap raised to the maximum allowed of \$595,000. The department would cover OPEB (~\$2,000), but not Indirect costs.
 - o There will be a working group formed to discuss long term options for the department's financial model, and come to a resolution by September 1, 2015.
- The BOS and Recreation commission discussed back and forth briefly about how there is a need to further investigate what the town wants Recreation to be – self-sustaining or partially tax funded.
- The BOS voted to withdraw the two placeholder articles that were submitted for the creation of a 53D Revolving Account and/or 53 F ½ Enterprise Fund since it was agreed that a conclusion would not be reached by the 2015 Spring Town Meeting. All in favor (0-0-5).
- Brud was going to organize a meeting with Joe Nolan, Tom Greenaway (Finance Committee chair), Nan, Jess, and Brian for the following Monday to further discuss the Indirect Costs.
- The BOS did not vote at this meeting on the spending cap amount as they wanted to wait to hear from the Finance Committee on their vote first. They will vote on raising the spending cap at their February 23rd meeting.

CPC Requests:

Dudley Woods – CPC Approved \$85,000 for Dudley Woods

- \$10,000 for a Historical Study. Any remaining funds not used for that can be used for the other aspects of the project
- There are matching Grant funds available that may be an option for this project that could supplement the construction of this project. Jess to Ask Don from BETA about this
- Fin. Comm. Originally felt that the cost of this project was too high for the site and the scope was too elaborate for

Nike Site (Oxbow Meadows) – CPC Approve \$20,000 for design

- In the Warrant article write up it describes the field options that could possibly be constructed at this site and what those fulfill from the GALE Master Plan. (Attached Warrant Article)
- There are some concerns from residents about the true need for more fields because of the uses that are currently factored in from out of town users. Our own needs for youth programs use all the fields during the crunch times, so more fields are needed just for those. Adding more fields also allows for the ability and flexibility to re-hab future fields in the future. Out of town users are only using fields during times that no other in-town group is using them because of the hierarchy that has been established for field reservations. Renting fields also generates revenues to cover departmental costs and maintenance costs for those fields.
- This article will be co-sponsored with DPW because they are currently listed as “owners” of that site.

Capital Requests:

\$75,000 for Capital Field Maintenance

- Brud and Carol have discussed the need for flexibility with these funds as they are for ongoing Maintenance costs that can be paid from these funds
- We presented a large “shopping list” so that we have the ability to prioritize needs in the coming Fiscal Year.

Revolving Fund:

- Discussion about Tom’s remaining questions from Fin. Comm. – “Decide whether the Recreation Commission plans to reimburse the General Fund over time for the roughly \$662,000 in personnel expense from 2012-2015. The \$662,000 is net of \$355,000 in prior Recreation reimbursements and Sudbury Reimbursements.”
 - o What effect does this have on the revenues that we generate each year moving forward – what kind of monies do we have to generate from the programs to support that?

Would we ever funds in near future to put back in to programs for improvements, program development?

- There was no actual Town Meeting vote in 2013 and 2014 for the salaries to be transferred back to the General Fund, that is why the transfer never occurred. The Rec. commission needs to decide politically if we feel we need to pay these back.
- We need to find out from Brian and Nan what other departments pay for Indirect Costs and how those are calculated and paid for. Brud was to request this information the following day.

Programs / Events:

- Donation & Scholarship Policy
 - Brown School in Natick requested a Family Beach Membership for a school auction – do we approve of this? VOTE – Commission in agreement that we should not donate town services to out of town organizations because they are not paying for services the same way as residents. Asa, motion not to make donations to out of town organizations, Ana 2nd, all in favor. (0-0-4)
 - Frank would like to see a list of donation requests that come in annually.
 - Asa would like to decide a percentage of the surplus each year that would be used on scholarships and donations.
 - Brud would like a description of each donation request so the commission can vote if it is worthy and can be funded.
 - Heidi (guest resident) feels it is good PR to donate and offer scholarships, and can also help advertise Recreation offerings.
 - For now, Jess will make a list of current donations being given out, and take each request on a case by case basis.
- Art Fair
 - The Wayland Art Group wants to use the Town building field for an Art Show on September 19, 2014 (Saturday).
 - Main concerns about this event surround conflicts with Soccer, which this is a big scheduling time for that group and they are already being limited in scheduling by other events and road races that time of year as well.
 - Brud would like to re-contact Nassar from the Arts Group about other location options that may have more parking, feedback from Soccer on how it would impact.
 - Jessica to contact Reed Newton from Soccer to ask about impacts of their scheduling
 - Same Day as Touch A Truck? Jess said that Touch A Truck was most likely moving to the following weekend (September 26th) because of staffing & holiday conflicts.
 - Pam's Run – October 18, Sunday

- 5K Memorial Run – October 4, Sunday
- XC Festival – This was discussed to determine the cost for them to use the track around the turf field at the high school. It was agreed that this would be considered a special event and fall into the same pricing category as events & tournaments (\$200). Jess to contact them back and relay this cost. This group is not a school organization and Stephen Cass supports charging them for use.
- Field Cancellations & Refunds
 - Refund issue/question – group that wanted refund for lights because they cancelled reservation after they started their uses.
 - Commission agrees that this policy was in place in time of reservation therefore they cannot get a refund for this use.
 - Jessica to use discretion in future as needed

Facility Use Policies & Fee Structure

- Field Fees – Tennis Courts & Track
- Cross Country Event at the High School in the Fall – clarify conflict between two school organizations with Stephen Cass. Charge them the specialty tournament rate of \$200 per day.
- Tennis Courts – Longfellow? Tennis Club has used the courts for their programs for years at a rate of \$5 per court, instead of our newly stated rate of \$14. Frank suggests asking if they are willing to pay a slight increase for this year until they adjust their fees for the next year
- Beach Fees
 - Take out the detail about “Sunny and 70 degrees” to open the beach on pre-season weekends (this will no longer be a beach opening rule)
 - Do not work with Sudbury Pool in future years, but rather the Wayland Town Pool.
- Brud, motion to adopt the beach fees and policies subject to updating it as needed at any time. Frank 2nd, all in favor. (0-0-4)

Field Master Plan Discussion

- Commission needs to decide what we want to build at Loker.
 - Asa wants to build both. If just one, baseball would be on hold and we build a soccer field.
 - Frank is not in favor of rehabbing the Claypit Softball field for Baseball because it would take that field offline during that time, and the baseball league currently uses that field.
 - Brud would rather rehab a current field since baseballs’ numbers are not increasing and feels they could get by.
 - Agreement on Option 2 makes the most sense. (Options and details attached)
 - VOTE: Brud motion to approve Option 2, but will not release this to GALE until we have a chance to meet with the user groups and hear their feedback. Frank 2nd. All in favor (0-0-4)

- Meet with Baseball & Soccer user groups to discuss options and get their feedback. Invite Soccer, LAX, Baseball, Football, Field Hockey (leaders), Stephan Cass, and managers of Adult Soccer to hear their input on the options presented at Loker.
- If we design option 2 and down the road decide we want this site to be a Turf Field then we could re-design that site if needed, but first design would be for a grass soccer field (full size).
- We will design both options as part of the process, but may only pursue to build one aspect of the process.

Claypit:

- Brud would like to investigate the options for converting the claypit softball field to a baseball field. Find out how much it would cost to add irrigation to this site in order to support a new field. Difference in price for town water vs. digging a well?
 - o Cost estimates and feedback from Mike L. and Stubby regarding adding wells or using town water and what the water rate would be?

Oversight of school Properties & Playgrounds

- Brud & Jess to get clarity on ownership of properties and adjust this in writing with Mark Lanza, town council. Include parks, fields, and playground ownership issues with this revised adjustment.

Approval of meeting minutes: December 9th & January 12th – Anna motion to approve, Frank 2nd. All in favor. (0-0-3)

Other Topics: CPC articles will be discussed at the warrant article forum on March 4th at 7:00pm. Anna and Brud to attend to discuss the request for funds for Dudley Woods and the Nike Site, and what they are for and why we need this funding for the properties.

Next meeting: March 9th at 7:00pm

Meeting Adjourned at 10:10pm. Motion, Brud, Frank 2nd.