

**Wayland Recreation Department
Draft Minutes
January 12, 2015
Recreation Meeting**

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

Meeting called to order at 7:08pm – taped by WayCam

Vote payroll and bills:

- Skipped until next meeting.

Vote Recreation Commission draft minutes from previous meetings:

Not printed, will catch up at next meeting.

Public Comment:

- No one present

Department Finances & Structure

Mark Abrahams Revolving Fund Report:

- Frank had a few edits and questions
- Jess summarized the study for the commission.
 - o Spending cap in current 53 E ½ has been reached each year (\$450,000 as voted at Town Meeting) – max it could ever be is \$560,000 (1% of previous years tax levy)
 - o Current financial structure does not work because spending cap reached, nor is there enough funds to cover all salaries each year.
 - o There are still a lot of questions that need to be answered by the town to help determine how Recreation moves forward and which financial model is chosen
 - o Jess feels that the 53D Revolving fund with full time office salaries coming out of the General Fund makes the most sense. This is easier to manage, and could be reported and presented at town meeting just as easy as an enterprise account if wanted.
 - o
- Stas spoke his thoughts – that it makes most sense for the town to cover salaries out of the general fund because of the general work that is done for the benefit of the entire town, not always specifically recreation programs.
- Is that cost the town money, but build community.
 - o Lead into discussion about shared responsibilities between departments.
 - o Jess touched
- Chapter 347 of the Acts of 2008 – Frank read the wordage that was established when the Parks & Recreation split and specifies what the Recreation department oversees and manages.
- Processes and planning procedures need to be put in place for all town assets.
- Brud feels an Enterprise Fund would be far too complicated and a hassle for us to manage our finances in because of how it is required to be budgeted.
- Stas feels it does not make sense for our department to become fully fee supported in an enterprise fund because it defeats our mission of providing high quality, affordable programs for Wayland residents. An enterprise fund would turn our department into a revenue generating department rather than a service department. How would we pay for all passive recreation assets as we generate no revenue from those, but have to support and pay for the maintenance of them. He sees no value in this financial model. Feels the best structure would be the 53D account with the salaries out of the General Fund.
- Asa pointed out that it is important to listen to the opinion of Jess as she is living the manage aspect every day, so her opinion is valued, and is thinking of the best interest of the town.

- All 4 commissioners and Jess here tonight are in favor of the 53D Revolving Account over the Enterprise Fund because of all the discussions we had tonight
 - o This is not being voted on because

Capital Improvements:

- Brud wants to hold on to the \$83,000 to further clarify where this money came from, what it was for, and determine if any bills that were paid from the Turf Account and pay from this account instead. Need to see what was approved at those town meetings prior to turning this money back.
- Fin. Comm. Needs to know what we are spending the 75k from FY15 and the 75k for FY16. The problem with these funds coming from a Capital Request is that they are really for Operating Expenses and the department needs the flexibility to use these funds as priorities require throughout the year.
- How many years can you hold on to Capital Funds before they need to spent or turned back to the town?
- Jess to submit the entire “bucket list” to Carol Martin on Fin. Comm. Without figures so those details can be included in the Warrant for FY16.
- Fin. Comm. Did not support the request for the \$150,000 for turf Field Design because they feel we need more information and a site location finalized before any design funds are allocated.
- Were granted \$75,000 for Capital Maintenance.

CPC Requests:

- CPC Approved the following:
 - o \$80,000 for Dudley Woods Trails – this is lower than \$110,000 original requested because they feel we could lower the cost of this project by using more basic signage, volunteers, etc.
 - o \$20,000 for Nike site Design
- \$88,000 still remaining from FY14 to cover design costs for Loker currently taking place

Field Mast Plan Discussion:

Turf Field:

- Frank is on a committee trying to determine the process in which open lands are decided for future uses. This is an important process for our department to be aware of because we may need to look into acquiring the DPW site for a possible new turf field.

Loker site:

- Jess & Brud recently met with Bill Seymore from GALE Associates to discuss their preliminary design options for the Loker site. Three options were discussed:
 - o Option 1: An 11v11 grass soccer field and a 60’ baseball diamond (west side)
 - o Option 2: A larger 11v11 standard field (ideal perfect size) and a 60’ baseball diamond (east side)
 - o Option 3: Two soccer fields, one larger and one smaller
- Bill favored Option 2 because of the increased available field size. He did recommend that the commission do the full, blown out design as part of the process even if we don’t plan to build everything right away because it would be more cost effective and efficient in a design planning.
- This site could become an option for the turf field for an additional \$850,000 on top of the grass field cost. This could possibly become an option if the schools do not support their locations for a turf field.
 - o This could allow an option for the DPW site to become a grass field with no lights.
- Frank suggested build the baseball field at Loker and convert the softball field at Claypit to a soccer field.
- Brief discussion about the past history of the Loker site and how “clean” the site is. There was an extensive clean up at this site and it is well documented and has been given a clean bill of health for recreational use. A turf field is a DEP acceptable method to “cap” a ‘dirty’ site.
- Would lights at Loker be acceptable to neighbors, or would that turn the property into another type of property that was envisioned.
- Regardless of where we decide to place a turf field there will be opposition from various community members and studies and facts would have to be organized and presented to the town.

- Stas spoke on his thoughts on a grass vs turf field at Loker by giving the example of the Patriots trying as hard as possible to keep natural grass field and couldn't, therefore that is one example of proof in case that an artificial turf field is more favorable for a turf field at our location because of the extended use and versatility of it.
- Look into the various options for alternative driveway materials that could be used – gravel, crushed asphalt, asphalt, porous asphalt, etc.
- We talked about the potential option to do a baseball bump out in a new turf field
- Jess to ask GALE how much it would cost to change the design plans in the future from grass to turf if they were completed one way and now we wanted a different id ready design plan?
- We need to hear back from the users in order to determine the best option to design.
 - o What does baseball feel about the various options?
- Add this topic to a discussion on next agenda
- Meet with various user groups to hear their feedback on Loker as a location in general.

Claypit:

- Frank talked about how converting the field at Claypit to a baseball field it would take that field offline for approx2-3 growing seasons and that field is currently used so it would present challenges in scheduling during that time.
- If a baseball field was built at Loker then it would not interrupt baseball's schedule.
-

Facility & Field Use Policies & Fee Structure:

Field Fees:

- Discussion on new fee structure and what details need to be finalized and sorted out.
- EMASS Softball fees were discussed as there has been an oversight in the amount they pay each season.
 - o What do we charge these leagues – per team in the league vs. home/away teams?
 - o How do we monitor what the teams tell us is accurate for the # of teams they are paying for in comparison for the number of hours they are using the fields for.
 - o 17 different teams played on Wayland fields in 2014 from EMASS Softball.
 - o We are satisfied with charging them \$9,000 this year total, but the methodology with how that was determined was decided. (they have appealed and we have agreed to an exception for the year)
- Long discussion about what we are charging leagues to play on our fields each season – per team or per home team?
- Frank will look at the numbers he has for the league and everyone will investigate this further

Facility/Gym Fees:

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Beach Fees:

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Community Center Update & Plans:

- A draft of the Warrant for the FY16 Town Meeting was presented to the BOS tonight. The warrant is asking for \$150,000 for the design of the facility.
- The BOS have to gain ownership of that land before they can develop that parcel of land. The BOS want to investigate possibly expanding that "municipal pad" to allow more flexibility in what is developed on that site.
- Jessica had submitted a complete list of needs to the sub-committee to consider.

Public Comment:

- Who controls the lights at the basketball court at the high school?

Topics not reasonably anticipated by the chair 48 hours in advance of meeting, if any:

No comment.

Adjourn – Frank motion, Asa second.

Meeting adjourned at 10:30 pm.

Agenda Items for Next Meeting: Monday, February 9th at 7:00pm