

**Wayland Recreation Department
Draft Minutes
April 27, 2015
Recreation Meeting**

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

Meeting called to order at 7:05pm – taped by WayCam

Asa called the meeting to Order. Welcomed Heidi Seaborg as the newest member of the commission for her first official meeting.

Public Comment:

No one present to comment.

Approval of previous Meeting Minutes & Bills & Payroll:

March 30th – Frank motion to approve, Anna 2nd. All in Favor 0-0-4.

Frank to look at all previous bills and payroll to approve at next meeting.

Commissioner Position Vote – Chair & Vice Chair

- Frank made a motion to nominate Brud as chair, Anna 2nd. Frank motion to nominate Asa as Vice chair, Anna 2nd. All in favor 0-0-5.

Town Meeting Articles

Commission members engaged in discussion about Recreation’s town meeting articles and if they were approved, and what comments residents had about each article at town meeting.

- Oxbow Meadows: \$20,000
 - o Residents spoke at Town Meeting with reservations against development at this site because of concerns with traffic and parking.
 - o Elaine Donnelly sent in comments after Town Meeting with her concerns for a field at the Nike Site. This letter was provided to the commission prior to the meeting and during the meeting. Elaine also spoke at Town Meeting.
 - o Asa summarized how we would meet with all local residents during the planning process to help alleviate concerns of traffic flow on the road and in the parking area.
 - o This article did pass, but had some negative discussion along with it, and was voted on very late in the evening the last night.
 - o Brud mentioned that in the future we need more support from field users for articles like this, and the commission should work with Fin. Comm. and BOS to request earlier placement of our articles if possible.
- Dudley Woods Trails & Parking: \$85,000
 - o Very well received at Town Meeting and passed.
 - o Jess will begin drafting RFP documents with Beth, and reach out to the Historical Committee about the \$10k set aside for the artifacts study to be done at this property.
- Capital field Maintenance: \$75,000
 - o Was not contested at Town Meeting at all and passed.
 - o Detailed discussion about what to spend Capital Maintenance money on each year.
 - Jess presented an outline of suggestions of where to spend money on for last year’s 75k and the FY16 \$75k. The outline listed expenses that have already been obligated, as well as proposed uses depending on which projects are determined to be a higher priority.
 - Brud discussed the broader decision that needs to be made politically with who is overseeing and managing the Capital Maintenance needs for all recreational facilities.

- Asa expressed concern with how Indirect Costs are being calculated for our department and how we need to sort how out they are calculated as the amount we may owe may be significantly less.
 - Jess, Ben, & Stubby to meet soon to outline a plan of management for all recreational facilities.
 - Jess to get more quotes on projects to add up to the 75k that we have available to spend and bring this list to the next meeting for a vote.
 - Anna suggested we meet at a variety of locations regularly so that we see all the details with the different facilities
- Community Center
 - The first article presented at Town Meeting to purchase the land did not pass because of concerns with contamination at the site.
 - Frank felt there was a lot of mis-communication when the first article was presented.
 - The vote for the land was very close, only about 4 votes from passing. It was voted on very late the night of the meeting and many were not happy with how it played out.
 - The committee is organizing a new committee with a new charge moving forward, including Rec Director, COA Director, Conservation Director, member from each board, etc.
 - The second article presented did pass for funds to investigate the site and design a possible community center.

Field Master Plan Discussion

- Loker site – Jess presented proposal for \$1,500 for Denis L. Maher Co. to locate potential well sites at Loker.
- Oxbow Meadows – Jess to confirm quote for \$20,000 to design the site with BETA.
- Dudley Woods :
 - Jess to follow up with the Historical Commission about doing the Historical Study with the \$10,000 that was specified as part of the article. Find out how much money they need to do this study of the property. Confirm what will be left over for the remainder of the project.
 - Jess to work with Beth to send this project out to bid and write up bid documents.
 - Follow up with Conservation on their plans for the outlook portion and tie project together.
- H/S Turf Field – Discussion about maintenance costs for the turf field this spring (Grooming \$1,900, Line Painting \$2,500), and whether or not to purchase the vacumm piece of equipment quoted at \$20,000.
- Field Openings – all field are now open except for the “Wetlands” field, and the Boys LAX field behind the H/S baseball fields.

Department Finances

- Revolving fund – Jess to meet with Nan & Brud to discuss indirect costs and our concerns. Then meet with Brian & Carol for Fin.Comm. to further discuss our financial model moving forward.
 - Asa, Frank, & Heidi interested in being on sub-committee discussion to determine our financial model moving forward.
 - Jess to sort out the financial model options and the revenue/expense figures that will help determine what is possible for the department.
- Transfer of \$25K for DPW – Brud motion to release the money so that bills are paid by DPW, Frank 2nd. All in favor 0-0-5. Jess to let Brian know to transfer funds.
- Staffing – still need beach director, asst. director, as well as full time, year round office staff.
- Office space was discussed. The current office for the department is too small and inadequate for storage, meeting, and desk space needed to function adequately.

Spring & Summer Department Updates

- Beach & Summer staffing – still hiring for all positions. More applicants are needed. Overall shortage of water safety certified staff for the region.
- Art Letter Agreement – commission to review and provide comments so Jess can return to Nassar.

Public Comment:

- No one present.

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

- Frank would like to know who is responsible for circling the Recreation land with Conservation land when they town bought the Greenways site. Ask Conservation and Sarkis about an easement through the conservation area to access that land.
- Follow up with Chris about painting the storage container GREEN
- Jess mentioned the WBZ report being researched on turf fields
- Brud & Jess to organize meetings with user groups to discuss field needs and comments/concerns

Next Meeting: Monday, May 11th or following week if needed.

Adjourn – Anna motion to adjourn, Frank 2nd. All in favor 0-0-5.

Meeting adjourned at 9:45 pm.