

TOWN OF WAYLAND – RECREATION DEPARTMENT

Recreation Commission Meeting – Minutes

Posted in accordance with the provisions of the Open Meeting Law

Monday, June 13, 2016 at 6:00pm | Wayland Town Beach & Dudley Pond

Monday, June 13, 2016 at 8:00pm | Wayland Town Building

Present: Frank Krasin, Asa Foster, Anna Meliones; Heidi Seaborg (6:22pm) Brud Wright, (6:35pm)
Jessica Brodie, Katherine Brenna

Guests: at Dudley Pond, Mike Lowry and Tim Dreher Dudley Pond Association

MEETING CALLED TO ORDER AT: 6:15pm

- Asa Foster called the meeting to Order.

Public Comment:

- No one present to comment

6:15: GATHER AT TOWN BEACH TO DISCUSS THE FOLLOWING:

Transfer of small piece of land at Lakeview Cemetery to DPW from Recreation

- Asa Foster motion to accept “ I move that the Recreation Commission (1) determine that the portion of the parcel of land located within the Lakeview Cemetery shown in Appendix M to the 2016 Annual Town Meeting Warrant as "Area to [be] transferred from Recreation Commission to Board of Public Works”, which land is a part of Assessor’s Parcel No. 51C-047A and contains 0.66 acres of land, is no longer needed for recreation purposes; and (2) transfer the care, custody, management and control of said portion of said parcel of land to the Board of Public Works for cemetery purposes.”
- Frank Krasin 2nd motion; Discussion: None, All in Favor 3-0-0 Unanimous

Old docks sitting for 3 years at Wayland Town Beach, need to declare a surplus to sell/discard

- New, ADA accessible “EZ Docks” were purchased for the Town Beach in 2013, and since that time the old docks have remained stacked in the “picnic grove” at the beach, no longer needed.
- The value of the docks is estimated to be anywhere between ~\$2,000-\$10,000 dollars based on the following details that were gathered:
 - The docks were refurbished in 2013 for a cost of approx. \$8,000
 - New dock sections would cost approx. \$3,500 each
 - The scrap metal total value of the docks is estimated at approx. \$1,960 (14 sections, 350 lbs each = 4,900 pounds x 0.40 cents a pound)

Frank Krasin motion to declare old docks at Wayland town Beach a surplus. Asa Foster 2nd motion;

- Discussion: profit goes to General fund, Jess Brodie will asked John Senchyshyn or Procurement; Frank Krasin asks if they were purchased with user fees, Jess Brodie confirms it was purchased from Revolving Fund, Frank Krasin request confirmation from lawyer to confirm General fund or Recreation Revolving Fund
Vote: 3-0-0 unanimous

Security Cameras & Fiber Internet at the Wayland Town Beach

- Recent vandalism; police will monitor regularly
 - Frank Krasin – supplement with signage too
- Fiber Internet installation – estimate from Facilities / IT
- help with tracking business functions

- Crew House Electrical Panel
 - Split 300 amp = 200amp for Crew House/100amp for Beach House
 - Frank Krasin suggests reading meter for 4 months
 - Beach House used for only 10-12 weeks of the year
- Storage of High School Sailboats at Town Beach (June - April every year)
 - Brud Wright feels it would be okay to store the boats there if the boats are being used at Wayland Town Beach, but not to be used as storage yard, as the boat rack is already full.
- Radio flier event at Beach in Spring & Fall - noise complaints
 - Asa Foster – noise considerations need to be part of the rental agreement when reserving the beach, and include the direction (South) to fly. Also in consideration for the noise increase the fees for the event from \$50 to \$100.
- Review Beach Staff Manual / Hiring Protocols
 - Will revisit at next meeting after review of the manuals and training agendas
- Boat rack rentals – management procedures & fees
 - In regard to people leaving boats behind, suggest a security deposit of \$200 that is returned once the boat is removed from the rack for the season on Oct 31st
 - Post for 30 days / move the boats to DPW site
 - Anna suggests adding a deposit fee to the existing fee \$60 per season with a \$65 deposit = 125 resident fee, and \$145 for non-resident fee. Fees go toward rack maintenance
 - Beach Access Road to be open in the off-season
- Policy on Town Staff Beach Membership passes
 - For current Beach employees only during seasonal employment.

6:50: AT DUDLEY POND / MANSION BEACH TO DISCUSS THE FOLLOWING:

- Dudley Pond boat racks – notice to remove old boats, new boat racks, management
- Alf to survey area by new posts on corner of Mansion Rd/Lakeshore Drive
- Tim Dreher asks, even with a boat rack, what stops patrons from leaving boats on the shore
- Anna suggests boat rack tucked under the tree line
- Brud recommends notifying abutters, Asa agrees
- Dudley Pond Fun Run (Sept. 18)

7:50PM RECONVENE AT TOWN BUILDING

- Public Comment: None

8:05 Approval of previous meeting minutes – March, April, & May
 Revisit minutes March April and May next meeting
 FK reviewed bills and payroll, approved

FK comments to adjust invoices to read “Recreation Department” not “Park and Rec”
 FK concerned about 500kw = \$370, wants to understand the fees

RECREATION REVOLVING FUND FES, BUDGETS AND SPECIAL FALL TOWN MEETING

- Proposed FY17 Field User Fee budget – possible vote
- Priority list of field maintenance, renovation, & capital projects – possible vote
- Special Legislation, spending cap, future meeting with BOS?
- Potential Fall Town Meeting Articles (Warrant articles open Aug. 24 – Sept. 1)

JB – Projects covered by user fees, capital projects, and facilities requests – ties into MOU
 FY17 priority list of projects, most important to focus on FY17

FK is school dept. paying for renovations of JV Baseball Field, JB we collect user fees

Brud – Add column to reflect revenue for each site, school assets, to gauge if it's cost effective

JB – complicated, youth leagues pay per player – and private groups

Brud asks if Sportsman lists assets, and who is utilizing the asset. Hourly is clear cut

JB – lump sum for large groups, across multiple fields.

Brud – estimate, because we don't want to use the user fees to use for assets that not connected to those user fees

Suggests Capital maintenance expenses –

To assess that right percentage of user fees get spent in the right categories

ASA- once transferred to stabilization fund – it remains the responsibility of the recreation com to proportionate

JB - Asses Revenue per site/sport

Brud – walking the track, and what kind of fees/rev to run program –

ASA- suggests re-surfacing the track every 6 years or so, needs to be done, and how it's funded;
Connects to stands and ADA accessibility

JB – this is where MOU becomes helpful, cant resurfaces track, and then replace the carpet next year, make a plan that makes sense for the greater need

Brud – what happened with the money earmarked for the study?

JB – part of MOU (working document)

ASA- lets wrap it up, it's a living document to be developed

JB – DPW and facilities need to build some projects into the budgets; projects being held up because of this, MOU opens communication to speed it up

ASA- commissions agrees not to delay it again, 3.5 million in FY18 for turf, track, and bleachers

Brud – collector of collective information, some with Ben, and some with Facilities – Brud doesn't feel ready to be the point person to replace the stadium bleachers, not as rec commissioner or as a tax payer.

Who is supporting this, school dept. capital request?

JB – we support it as users,

FK – what's wrong with the bleachers?

Anna – not ADA accessible and not level – wheelchair accessible – we support this as anyone in town would want good quality facilities

JD – look at storage and containers at the site

Brud – needs the study to happen, and to clean this up in an organized way. I can support 2mil for bleachers if it not same year as other major projects, turf, etc.

Brud asks – replace the turf and track together, and bleachers later; like to see momentum from town and school dept. advocates for this too

Asa- approach it as turf/track (collected 200k of 500k for carpet replacement) not 100% cost, see cost of resurfacing track – one project and does not include ADA compliance. Once you do bleacher project, different scope that includes ADA. Put a second turf field.

Brud – good town meeting example for 20k rec revolving fund 60k from town, kicking back user fees, and town should fund rest as a school asset. Fairly proportion out the fees.

ASA overspend in a couple of areas that you can support

Brud – 120k for soccer – in user fees. Stabilization \$ go to offset the cost of maintenance of assets, or 2nd turf field

Really love for wells at TB

JB – working with Conservation and DPH to confirm the best sources of water, to move forward with the process

Brud – article that we lost by 11 votes, DPW study and 100k for TB field. Use this year's asset to commit to that study.

JB – issue with user fees for future use, opposed to current use.

FK move \$ from stabilization fund

ASA – no mechanism to move it out until next town meeting vote; approach the board of selectman to raise spending cap, to take current user fees to renovate the TB field, and if applicable to pay for the study at old DPW site.

Brud – look into legality of that. Fees to be collected for the benefit of those users

JB – push back on using it for that, as it was voted down at town meeting

ASA- separate issue, as we are not using money from stabilization fund; different than if the spending cap is raised, we can use the user fees to benefit the future town users.

Brud/Anna look into it – why is TB soccer field renovation quoted at 10k

JB – Shrewsbury landscape quote for 7k-10k degrade, loam, seed – resodding is 65k-85k

Brud – Bennett worst field in town – why is it so bad? Don't want to do a project that perfects the drainage and pitch, and not be like Bennet. Wants primo service. Request Gayles advice to see what the quote should look like.

Ana – wants qualifications of landscapers, that includes this kind of project – ordinary landscapers may not be able to complete the project.

Get references from

FK – Riverview field, no attention until FY20 – any way to move those projects up to FY18 – water collection tanks would be 60-70k impression from Mike Lindeman

JB – if we move something from FY20 to FY18, we would have to put off a different priority to FY20 from FY18

Brud – start at the top

Asa - this is for the rec commission benefit, to go to the Town Meeting with a priority

JB – includes capital projects

Brud – tuning up a school asset, school is not advocating for it, we didn't ask for capital maintenance money for this

CAPITAL PROJECT UPDATE / DISCUSSION

- Dudley Woods – consultant contract
- Oxbow Meadows – consultant contract
- Future development sites – schedule meeting with Conservation Commission in July to discuss Greenways and Cow Commons
- Current & Future Capital Maintenance Projects
 - Benches – Town Branding Meeting in June, date TBD
 - Field Renovations – well water, Riverview ball field

Asa- Let's go down the list to prioritize in FY17

JV Baseball field - not used much,

Backstop – put up taller permanent fencing at MS

Backstop at WHS – renovate baseball infield, backstop is too close to home plate;

FK asks who sets those requirements regarding backstop distance

Asa- MIAA?

JV Baseball – Brud not appropriate for us to pay for that project – assess user fees and apply that amount to the project

JB -- We voted to spend 10k on field, not backstop

Brud – have we collected 10k for that field over the years – likely yes | worries him to fix things with user money

Ana – allocated 10k from vote

Brud – we can change the priority list

JB – repainting the basketball court at WHS, can happen quickly

FK – Cochituate needs to be resurfaced

Brud -- Move JV Baseball to FY18, and not move 2mil bleacher project ahead of Riverview

Move bleacher project to FY19; move track project to the next 2 years, but align with turf replacement;

talk to Track Coach and ADA about track project; dedicate it in FY19, ask town for difference

Brud – turf field; entire user fees for turf field go to repair for FY19, 200k now, 260k by the time FY19

comes, town pays \$240k – capital town expense – less all the user fees

JB - we need master plan for WHS first, water plans –

Brud where does the money come from, we need to do it right away – same money to spend on MS/DPW site

JB – we could

Brud – I'd like to do that

ASA – can we take 20-30k to do the study?

Brud – interesting 500k, 2mil stadium, collectively update the study from Gale, to define what the issues are – locker rooms for those kinds of game – school committee says we don't have the money. Agree to let us spend the money. “Jessica has unique gift of reading the tea leaves.” But when its time to spend the money on MS/DPW site, they see it differently.

Asa – 20k from capital maintenance funds

Heidi – Town meeting, asking to use the funds, didn't use CIP process, objected to that, when possible ambivalent about actual project

Group agrees

Heidi --- go through the CIP process, and it becomes part of the budget – would we need article to push it before the budget get passed

JB – need concrete plan – identify which projects need capital requests, this is what we need stabilization funds for, and identify user fees

Brud – tweak the projects to confine priorities into FY17 and FY18, and then reconvene to vote on the items – this document will back up raising the spending cap; and future capital requests

JB – are there missing projects; are they in the right order – need commissions feedback – individually and collectively massage this into something the user groups can approve. Keep an eye on the bottom line, and spread the sites across sports/ fair to everyone

ASA- consider that we do have the money in the stabilization fund

FK – use stabilization fund for irrigation, use another color to designate STABILIZATION fund

8:45 SUMMER 2016 DEPARTMENT UPDATE

Update from JB – waiting to hear back from – rewording of legislation to expedite
Erin called from committee; add language that allows Charlie Bakers bill to supersede our bill
Fall Town meeting, no spending articles/ doesn't exclude the stabilization fund
ASA- ask Nan to see if the stabilization fund can be brought forward at the Fall Town Meeting – as not budgetary
DPW – Mike Lindeman – wells and town water use, the size of the irrigation system could be increased for a municipality – DEP ultimately will control all sources – if we would later have to put private wells to support field irrigation
Brud – it's interesting, it would avoid redundancy.

CAPITAL PROJECTS

JB – worked with Beth to update the contracts, received from Marshall Gary – in Nan's hands – will be able to move forward soon.
Brud – design is covered for 75k and construction;
JB – likely need to phase other areas – 115k, leaves 65k earmarked
Asa- worthwhile to look for grants to acquire additional funding
JB – key piece for Open Space and Recreation Plan needed for the Park Grants for this year. Spring or Fall likely.

Conservation Commission in July to discuss Greenways and Cow Commons – open space asked history of greenways – needs further discussion regarding property to being surrounded by conservation land.

Let commission know when the meeting is...

TOWN BRANDING MEETING in June– Sarki is the Town Planner, and is having consultant come in on June 28 to discuss Town Branding meeting; Signage; conservation/school/recreation/historical
Asa- perfect example is at Dudley Pond pole
Brud – talk to Mike Lindeman, redo Dudley Pond areas
FK – dump sand there
Brud – address erosion

JB – Summer 2016; Staff Training and re-writing procedures; good team about to be able to do more, once spending cap is lifted.
Brud – encourage rec staff to get support from commission - to get visible; especially regarding spending the money
Paul to assist with visibility, social media, and newsletters.

JB – still need WSI; revisit the seasonal Job Descriptions and Rates for FY17

9:00 EVENTS THAT NEED APPROVAL / DISCUSSION

Events that require Commission Approval, approved

- Wayland Men's BBQ, Cochrane – June 26th
- John Tanner Memorial 5K Run, Town Building – Oct. 2nd
- NFL Punt, Pass, Kick Event – July 23rd 9-4pm, Turf Field
- Class of 2018 BBQ – June 17th, WHS Softball Field
- American Cancer Society Staff Picnic – August, WHS Turf Field
- Kiss108 – push toward Beach area

Asa Foster Motion to Approve, 2nd Frank Krasin Any objections – None; All in Favor – 5-0

PUBLIC COMMENT

Brud – great job Asa

TOPICS NOT REASONABLY ANTICIPATED

Anna

WRAP group – use of the TB is for recreational use, WRAP asked BOS legally if Library option is to not stay where Library is – what is another option for that building. Requests an outside legal opinion – cannot reuse the building for a separate function.

JD – Happy Hollow Playground rendering

ASA – asks about public feedback; Jen Pearlman PTO president considerable feedback, brought it to the school picnic – well received by both students and parents.

JB – earmarked 10k for design, but design is included; reassign the funds to mulch to offset the costs.

Carroll School – rendering of 2 fields; 24k sq ft house with a 150k tax bill. Tour on June 20th

FK – address of the Carroll School – 45 Waltham Road

Beach dog owners want to revisit the Beach Rules, recreation is open forum. Put it on the agenda and revisit

NEXT MEETING

MONDAY JULY 18, 7:00pm, Wayland Town Building

Asa- recommends next meeting be after the Special Legislation – to plan more efficiently

ADJOURN

Anna – Motion To Adjourn; Frank Krasin - 2nd All in Favor 5-0

MEETING ADJOURNED

June 13, 2016 9:56pm