

TOWN OF WAYLAND – RECREATION DEPARTMENT

Recreation Commission Meeting Minutes

Posted in accordance with the provisions of the Open Meeting Law

Monday, August 22, 2016 at 7:00pm | Wayland Town Building

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

Guests:

7:07 PM MEETING CALLED TO ORDER:

Brud Wright called the meeting to order.

PUBLIC COMMENT:

Present for Wayland Youth Baseball – Steve Curtin, President; Steve Sandler, Treasurer; Discussion on Field User Fees, Fall has lower enrollment, lesser operation, less games, no practices, no uniforms; Charge \$50-99 in Fall season, enrolled 22 in SB, 40-60 in BB. Rev \$3600-\$7200 - \$40pp for user fees. \$2880-\$3280; Weekends only 9/11 Sundays at High School 3pm-5pm, 6 weeks; Also at Cochituate Saturdays; Middle School reserved already. Looking for adjustment on Field User Fees from \$40 to \$10 or \$15. Brud thinks getting into the nuances of how different leagues are run is a bad precedent; about uniforms, games, etc. Convolved process to determine real cost of field use across leagues and fields – perhaps a concern for Field Advisory group. Brud suggests choosing hourly rate, given the small number of home games. Jess suggests we not make an exception, but look at the policy. Steve agrees to clean up block reservations to get a true number of the hours reserved, and go hourly.

No others present to comment

7:35 PM REVIEW PREVIOUS MINUTES, MARCH, MAY AND JUNE

Anna motion to approve minutes, Brud 2nd. Discussion: None. All in favor 3-1-0.
Frank abstained as he hasn't seen the minutes.

7:40 PM REVIEW OF BILLS AND PAYROLL FOR JULY

Frank motions to approve bills & payroll, Anna 2nd. Discussion: None. All in favor 4-0-0

Comments: Frank Krasin wants to ensure change to incoming invoices from "Parks & Rec" to "Recreation" Examples, Eric Porter, US Postal Service, Karen Halpern, New England Ballet; Wayland Country Club; Request replacement invoices before paying.

Frank Krasin, also investigating electricity demand charges at Cochituate, initial demand charges.

7:45 PM LIBRARY PLANNING & DESIGN STUDY

Asa provides update from Meeting: Met with Architects, Paul Stein, and 2 Library representatives, also with project manager; architect, landscape architect; currently looking to place building closer to the road; and recognized the Recreation interest in putting an 8v8 field. They indicated they will design a building, parking area closer to road; and available area behind. Discussion about bathrooms; possibly built into the bank. Will look at the parcel of land and design the building and parking area, that would have potential to accommodate an 8v8 soccer field there too, allowing Rec Com

to initiate the field installation. Brud asks the time line; due to the meeting to request the study for field installation. Brud concerned that we haven't yet been represented by field designers. Jess -- Field design is not part of the scope of the library project, but recognizes our wish to utilize parcel behind. Asa says the parking is used for whole area, cannot be utilized only for library. Jess will update with more information for next Rec Commission meeting. Brud – equal stakeholders in that entire parcel, wants to protect that there will be enough space for Rec project if not in the scope of the library project. (Area also discussed to possibly accommodate parking for 18 buses. \$300k to rent space to park buses.) Jess explains first a feasibility study for fields needs to be done, then design and then execute. Brud concerned with timeline, as Town Meeting is Nov 15 and we don't have an expert; not confident that we're on the right track. Frank asks the dimensions needed for an 8v8; Jess to confirm exact field dimensions needed; wants enough space to rotate seasonally. Asa mentions the plan is to construct it N/S. Asa relayed, Aida and Library recognized that we are equal stakeholders in the parcel, and the wish to create a 8v8 soccer field. Brud requests Alf input an 8v8 field and 11v11 on a survey map to help visualize the space. Brud would like specific design documents and timeline, and Weston & Sampson input. Frank would like to see Alf create a square boundary 11v11/8v8 grass field that would maximize recreations interest with ability to rotate field so it could be shared with the Library planning architects. Jess relayed that Library representatives may be willing to attend our next commission meeting to provide updates and discuss details further. Jess to reach out to Aida.

8:10 PM WAYLAND TOWN BEACH SUMMER RECAP & DOG RULE REVISIT

Residents wish for the rules for dogs on the beach in the off season to be revisited; Brud suggests it's for the natural off season, rather than the Rec beach closing – Asa suggest October 1. Asa suggests giving it a trial run from Oct 1 to April 1. Asa insists that the onus should not fall on the Rec Dept. or DPW; it should fall on the beach/dog users. Anna suggests a carry-in/carryout policy -- Take trash when you go. Brud suggests to provide bags and a trash receptacle or carry-in/carryout/ Frank is okay with keeping rule the same; Asa says reach out to the group; invite to September meeting;

Frank suggests increasing the beach fees for non-residents; Jess points out Beach Summary, that we would have to make a serious adjustment operationally to convert to a resident-only beach. Create a music policy and event calendar, system for monitoring NR access.

Boat rack rentals, Asa suggests increasing the fee nominally and keep for the winter, Frank doesn't want to store for the winter, unless paid for in 2017.

Cash Handling Procedures – after two incidents; Rec redrafted and tighten up cash procedures as response. Asa points out new procedures from Rec Dept. are moving in the right direction. Brud points out that beach has been very safety focused through hiring and staff training; also need a manager; Brud suggests Katherine or some other person focused on operations apart from safety person; focus on site.

8:50PM IRRIGATION BYLAW CHANGE & WATER USE – VOTE DRAFT WARRANT ARTICLE

Brud motions to approve 191-6(c) draft, Frank 2nd. Discussion: None. All in favor 4-0-0 Potential Fall Town Meeting Articles (Warrant articles open Aug. 24 – Sept. 1)

Water Use bylaw change – discussed early...

Land ownership transfers – certain un-used School owned Parcels (Alpine)

Stabilization Fund projects
M/S site field feasibility study
Field renovations

8:54 PM **MOU UPDATE – VOTE CURRENT FINAL VERSION & SIGNATURES**

Final Draft, requires review and signed approval. Discussion on edits; none since last suggestions. All signed.

Brud motions to approve MOU 7/12/2016, Frank 2nd. Discussion: None. All in favor 4-0-0

9:00 PM **FALL TOWN MEETING WARRANT ARTICLES**

August 24 to Sept 1; Jess – this is last RecCom meeting before Town Meeting

Field Irrigation By Law Change

Stabilization Fund projects

Field Renovation

Town Wide Strategic Plan

Feasibility Studies #7 Middle School Field Design & Bid Documents (changed since last view)

Brud concerned about the new spending cap, Asa emphasizes the need for spending limit, set as a dollar figure, and not a percentage of the taxation– Town of Wayland sets the limit. Brud and Frank ask who sets the limit. The Town sets the limit. Asa suggests would seek approval, if do not receive approval, could put in an Article at Town Meeting to set limit. Jess says new language from line 1441 on page 68 of 125; therefore we just need BOS approval and FinCom if after July 1; Brud says if not BOS, the Town can decide.

Brud - spending cap discussion will happen in December sometime, just about when the law will go into effect. FY17 doesn't end until July 1, we could have a Fall Article to address prior.

8:45 PM **CAPITAL PROJECT DISCUSSION**

Jess : Need to Vote to approve 5 year Capital Plan and approve the resulting two articles , included CIP form because potentially over \$25k

Anna asks if \$50k more is needed for Dudley Woods; difference is paving versus crushed stone; waiting for results of study. Asa suggests seek grants to fund if available to apply for them. Anna; Sarki wants to keep signage to town branding. Brud suggests going line by line to approve efficiently, Asa approves Capital Project year by year.

Brud concern with estimates, putting buckets of money aside that may not be accurate. Asa sees these 2018 through 2022 as moving targets. Jess describes these as placeholders to allow Town to plan properly, more accurate numbers will come out of feasibility/design studies. . Asa points out #2 is a Rec/Fac strategic plan that will help clarify all other future projects. Brud requests informal feedback from liaison.

Brud motions to approve projected 5 Year Capital Plan as presented by Jessica Brodie Anna 2nd. Discussion: None. All in favor 4-0-0

Brud motions to approve Warrant Articles for Special Fall Town Meeting Middle School Feasibility Study for \$30,000 from stabilization fund

Anna 2nd. Discussion: None. All in favor 4-0-0

Brud motions to approve Warrant Articles for Special Fall Town Meeting for Recreation

Facilities Strategic Plan for \$60,000 from stabilization fund
Frank 2nd. Discussion: None. All in favor 4-0-0

- Happy Hollow Playground update – potentially install week of August 29. Was delayed 2 weeks due to putting project out to bid;
- Dudley Woods and Oxbow Meadows – Jess presents two schematics to describe proposals for walking trails and 11v11 field. Irrigation/ minimal care plan – C level care plan. What's the impact of no irrigation? Asa asks what kind of impact 8v8 instead of 11v11, as to not cut down trees. Asa asks if there is consideration for a monitor; Jess said Tonya Largy can monitor or provide a monitor. All ADA accessible.
- Remaining Capital Maintenance Funds & Projects – Brud wants to repair grading issue of field, go in with a bulldozer and make 8v8. Asa points out that if 8v8 at Alpine – can rest a different field. Brud points out that 8v8 on TB field wouldn't be used. Inappropriate doubling up of 8v8 on 11v11 usage. JV Baseball / Town Building and Alpine sites; Jess would like to spend money on benches and make decision to replace with Mike Lindeman. Brud wants to see consistent product, two level products – players / spectators. Poly coated benches for sites, and pedestrian benches, player benches might need backs, portable bleachers – aluminum. Brud wants to see cut sheets; move forward.
- Future Development Sites (Greenways) - will plan meeting with Conservation

10:15 PM RECREATION REVOLVING FUND FEES & BUDGETS

Discussed Earlier

Refine Field User Fee budget (revenue by facility)

Anna Meliones– Motion to Approve Salaries for FY18; Frank – 2nd Discussion: None;

All in Favor 4-0-0

10:25 PM SUMMER & FALL 2016 DEPARTMENT UPDATE

End of summer update - summer ended! Great summer; lots of new ideas and plans for next year regarding summer programs and Wayland Town Beach

10:26 PM EVENTS REQUIRING APPROVAL

Touch A Truck – September 24th, 2016 - approved

10:30 PM PUBLIC COMMENT:

No public present to comment

10:30 PM TOPICS NOT REASONABLY ANTICIPATED BY CHAIR 48 HOURS IN ADVANCE OF MEETING

Bids coming in for Rail Trail projects

Frank noticed still being charged for light removed from Pemberton Road; \$12.61 monthly.

Provider will credit. June 21 to July 21

10:35 PM NEXT MEETING

Potentially Monday, September 19, 7:00pm

COA Room, Wayland Town Building

10:40 PM ADJOURN

Anna Meliones– Motion to Adjourn; Brud Wright – 2nd Discussion: None; All in Favor 4-0-0

10:40 PM **MEETING ADJOURNED**
August 22, 2016 10:40 PM