

TOWN OF WAYLAND – RECREATION DEPARTMENT
Oxbow Meadows Field Development Public Input Meeting Minutes

Posted in accordance with the provisions of the Open Meeting Law

MONDAY, NOVEMBER 7, 2016 AT 7:00PM

Wayland Town Building | Council on Aging Room | 41 Cochituate Road | Wayland MA 01778

Present: Frank Krasin; Heidi Seaborg; Brud Wright; Anna Meliones
Recreation: Jessica Brodie, Katherine Brenna

Absent: Asa Foster, Chair

Documents/ Exhibits: November 7, 2016 Agenda.doc
TEC Proposal Oxbow Rd Study_11-7-2016.pdf
New England Recreation Group Quote
October 24 Rec Comm Oxbow Meadows Meeting Minutes.doc

Guests:
None.

7:02 PM MEETING CALLED TO ORDER:

Brud Wright called the meeting to order.

7:02 PM PUBLIC COMMENT:

None.

7:10 PM REVIEW AND APPROVAL PREVIOUS MINUTES

Frank Krasin makes motion to accept previous Rec Com meeting minutes Oct 13, 17 and Oct 24 Oxbow Meadow Public Meeting
AMeliones 2nd motion.
Discussion: None. All in favor? 4-0-0.

7:10 PM REVIEW AND APPROVAL OF BILLS AND PAYROLL

FKrasin motions for the approval of Bills & Payroll October.
AMeliones 2nd.
Discussion: FKrasin - Still **must** change the vendor names to "Recreation" from "Parks & Recreation."
All in favor? 4-0-0.

7:15 PM SPECIAL FALL WARRANT HEARING

FKrasin question about Article 12 – first paragraph uses word "taxation"
Brud says he has seen an updated version online – Dennis Berry read from most up to date version recently, different from green warrant book. AMeliones or Asa will give the presentation; they need the correct and up to date information.

AMeliones reads language from accurate version
"ARTICLE 12: TOWN-WIDE RECREATION FACILITIES STRATEGIC PLAN"
I move you, sir: MOVED: that the Town appropriate \$60,000 to be expended by the Recreation Commission for a Town-Wide Recreation Facilities Strategic Plan; and, provide for said appropriation by transferring \$60,000 from the Recreation Stabilization Fund."

All confirmed that is the correct version.

7:15 PM **FALL TOWN MEETING WARRANT ARTICLES (NOVEMBER 15)**

Town Wide Recreation Facilities Strategic Plan – presenters, final write up, & revised scope of Work from Weston & Sampson.

Brud – wants to include that School Committee and Selectman support, and majority of FinCom all support this. AMeliones will present.

7:15 PM **CAPITAL PROJECT DISCUSSION**

Oxbow Meadows – follow up from meeting

AMeliones points out some conflicting points of view from Oxbow meeting

HSeaborg: confirmed there was a point that abutters wanted the area left alone, but also maintained and mowed.

FKrasin is going with Geiger counter to take radioactivity/nuclear measurements.

JBrodie presents Traffic Study quote at Oxbow Meadows

DOC1: TEC Proposal Oxbow Rd Study_11-7-2016.pdf

Discussion: Brud – asks about deliverables, if there's a problem will they be able to offer remedies? JBrodie says we will receive an assessment at the end regarding their findings.

Brud – keep in mind we may need to limit activity because of the parking. If it turns out that its \$6k not \$5k. If there is something to help us with looking at the parking.

JBrodie – this and the MGary work combined together total the 20k approved for design study.

[Meeting will Break to attend Board of Selectman's Meeting – will revisit at 8:15pm]

7:26 PM **COMMISSION ATTENDS SPECIAL FALL WARRANT HEARING AT BOS MEETING**

Selectman's Room

7:42 PM **RECONVENE REC COM MEETING**

Council on Aging Room

Town Building Field Renovation documents Proposal

JV Baseball Field Renovation documents Proposal

JBrodie – asking for a revised proposal to allow approval of construction funds

Procurement needs specific process to sign contracts

Brud - Design studies can be funded through Capital Maintenance Funds?

JBrodie – yes.

Brud – what about Town Building field

JBrodie – that comes from User Fees. Need to raise spending cap.

Brud – take 28k W&S design quote for TB field. We have source of money, User Fees.

Why wait until we go to Town Meeting to start bid documents.

JBrodie – don't want to spend the money on bid documents until the funds of the construction are approved

Brud – we need approval of BOS or Town Meeting?

JBrodie – legislation went into effect today. There will be a revised version of what's been submitted.

FKrasin – Governor's bill has been passed, and goes into effect today. Thus, no spending cap.

Can we get the approval now to increase spending cap before July 1st?

Brud – why do we have to wait until spring?

JBrodie – 100k approved for TB renovations, and we won't do that until August.

Brud – clarify – that we can't do it, or we are electing to wait until August because it's ideal time for construction.

JBrodie – because of the timing of the project, we don't need to raise spending cap before then. If most of the money will be spent in August – we don't need to raise spending cap now.

Brud – if our funds are \$150k in the 53E ½ -- what else is in there, other programs?

JBrodie – all other programs and events go into the 53E ½ -

ideally, we can set up several 53E ½ one for Fields and Gyms, one for programs, and one for the Beach.

Brud – Like idea of three 53E ½ accounts, is first hearing of it.

JBrodie- we need to clarify what our model will be, and we are waiting for new Town Council AMeliones – how do you want to see it run? Need to make a decision

JBrodie – three 53E ½ is best option – easier for accounting.

Brud – spending cap was for dept. in total, but new legislation raises the spending cap.

Clarify – if the cap is not for each fund and it's the total for the department?

State no longer has a cap – it was 1%, wanted to bring it to 2.5% and they raised the cap. – but the town could impose a spending cap?

HSeaborg – if not under the constraints of a cap, how will spending be handled – what is the cap.

JBrodie – terminology – the BOS would need to authorize Rec to go over expense budget – different from a cap. Nan would have to draft new by-law to help set up these accounts without having to wait until the next annual Town Meeting.

FKrasin – what about JV Baseball field Renovation project – there is 10k for design.

JBrodie – need to get revised proposals, for schematic design and cost estimates, and once funding is approved, create another revised proposal that includes construction funds.

FKrasin – will we be able have an opportunity to comment on these?

JBrodie – yes, I've sent them to you.

FKrasin – will be able to comment on them before they go into effect?

JBrodie – Yes, that why they are here.

Brud – if we wait until April to take action – we have May, June and July to do design, bid documents, and permitting. Looking for a timeline, need to make sure we get a timeline. Not comfortable with this, but will learn more in the coming days.

Brud – design phase, permitting phase, bidding phase – we cannot miss the August start date.

Brud – walkthrough and give comments:

FKrasin – WHS JV Baseball field Renovation – will user fees be used?

JBrodie – No, requesting Capital Maintenance funds.

FKrasin – Disagree totally, with the statement "rectifying the substandard distance that prevails between backstop and home plate" Yes, its 10' shorter than the Varsity baseball field, but don't believe that it's substandard.

Varsity has other requirements. FKrasin – says is 30k to rectify that, and that's a waste of money. FKrasin – who is authorized to determine the distance as substandard?

Brud – we are just looking for the standards and looking for reference points, if labeling it as substandard.

Brud – anything for Alpine? Anything for Town Building? Agree to review and send comments to JBrodie. Alpine 8v8 is for 2019.

Brud – what year would building a field at Oxbow Meadows potentially happen?

JBrodie – next fall.

Brud – this summer would be TB and then potentially Oxbow, and Fall would be JV Baseball. The following year would be Alpine and Greenways.

Remaining Capital Maintenance Funds & Projects

Revised Player benches & Table quotes –

DOC: New England Recreation Group Quote

If we got every bench and table we need it would be 21k, maximum

Brud – how many different types of benches are there?

JBrodie – Five types – Aluminum player benches, some with shelves (Softball requested) Cochituate Aluminum portable benches. And Pedestrian Benches
Pedestrian benches- natural looking wood, thermoplastic too.

Aluminum and Thermoplastic and Pedestrian Benches.

FKrasin – looking for bleachers at Visitor side for spectators at WHS Softball field; 3 rows with half the length.

Three quotes included:

-- **Beach benches- \$4,900**

-- **Program Benches/Tables - \$4,455**

-- **Field Benches - \$21,550**

AMeliones makes motion to accept New England Recreation Group Bench Quote 2016 to be purchased under NERG State of MA Vendor Code FAC 79.

FKrasin seconds motion. Discussion: None. All in favor? 4-0-0.

Other Beach Projects & Quotes – painted the Beach House, getting a proposal for new walkway and possible patio. Working with Pat Morris on projects.

8:23 PM CAPITAL PROJECT DISCUSSION CONTINUED

Oxbow Meadows – continued from 7:15 break....

Traffic Study

JBrodie – has to resubmit planned use for the field POU, separate environmental form to assess the site for plant life and endangered species, and assessment to move forward. To replant. Assessment is required by National Parks Service, will answer many concerns from the neighbors, particularly lady slippers.

Brud – where does the money come from?

JBrodie – Capital Maintenance Fund

JBrodie – collecting a lot of information, and make it accessible to public before we call next public meeting to address concerns.

Brud - -bullet list for all concerns, and address each one.

JBrodie – more detailed presentation to come.

Brud – start with bullet points; documentation about site radiation, etc.

JBrodie – complete environmental assessment done; letter from DEP

Brud – demonstrate that over usage of the fields exists. Need for another rectangular field.

8:35 PM TOWN BEACH & DUDLEY POND

Boat Racks – 3 boats remain at Town Beach; DPW agreed to schedule a day to address the excess boats.

Brud - Dudley Pond Association helpful?

JBrodie – yes, we sent the notice to them too

AMeliones – Saw SCUBA diving instruction class at Mansion Beach, had a boat, and 8 or so

people with tanks.

FKrasin - when will the boats be removed?

JBrodie – within two weeks.

JBrodie –WWCrew inquiring if interested in purchasing another shared dock 17k at Town Beach; shared cost 8500k. One dock is borrowed from Cambridge – shared cost.

Brud – Regatta owns one, and we own half the second one in the boat launch area?

JBrodie – yes.

Brud – we are in support of that whenever the time comes.

8:39 PM FALL 2016 DEPARTMENT UPDATES & OTHER TOPICS

Personnel Board Meeting Wed, 11/30 at 7:00pm

JBrodie – put in for the new position, and need commissioner to appear at meeting

FKrasin – would be available.

JBrodie – busy week ahead,

- Mon 11/28 Field Advisory Meeting
- Wednesday 11/30 Personnel Board
- Thursday 12/ 1 WHS Master Plan First Public meeting.

Potential Field Use Policy & Fee Changes for 2017 – will be ready for December meeting

FKrasin – presents findings on Light Charges in comparison to Light Bills from Eversource at Cochituate Field. Nly unknown is the cost of expenses of bulbs, maintenances and repairs.

Storage Containers, CORI Policies, Make process more clear, added groups to designate a Scheduling liaison.

Brud – concerned about School Priority can't have ultimate priority. Understand they are asking not telling, once they've made their reservations. Need to take control.

JBrodie - Field Advisory topic – when and how do we start limiting out of town groups. Need to create Field resting plan.

Brud – need to look at User Fees, how that affects it if we phase out nonresident use.

JBrodie – possible in the future, we may be getting water bills for irrigation. Field resting & project plans for 2017

Drop-In Gym programs – Challenges with drop-in programs having accurate records.

Meeting with HR to try to hire someone to manage the program to our standards. If we can't hire someone, we cancel the program, or make it free for the rest of the year.

9:05 PM PUBLIC COMMENT:

No public present to comment at this time.

9:05 PM TOPICS NOT REASONABLY ANTICIPATED BY CHAIR 48 HOURS IN ADVANCE OF MEETING

AMeliones – announcer box was a mess – the turf field is a mess, bottles, hats, tshirts left behind. Need to work together and have respect for our spaces. Would recommend site visits – Art Center, tennis courts, dogs on the field -- visit these places.

Brud – had some beach issues, and had a visit there, and helpful to be there.

Brud – I am at Claypit a lot, those fields are just dirt. Maybe we need some photos of the

conditions of the fields in town.

JBrodie – Mlowry was going to come to talk about MOU/195 property, may need the property for staging before we take it over, need it for snow storage etc. until we have a construction plan.

9:13 PM **NEXT MEETING**

Monday, December 5, 2016; 7:00pm | Wayland Town Building

JBrodie – also need to meet with FinCom to discuss CIP Projects.

9:14 PM **MEETING ADJOURNED**

Monday, November 7, 2016 9:14 PM – 17 minutes early.

AMeliones– Motion to Adjourn; FKrasin seconds motion.

Discussion: None; All in Favor 4-0-0.
