

TOWN OF WAYLAND – RECREATION DEPARTMENT

Recreation Commission Meeting Minutes

Posted in accordance with the provisions of the Open Meeting Law

MONDAY, DECEMBER 5, 2016 AT 7:00PM

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

Present: Asa Foster, Chair Frank Krasin; Heidi Seaborg; Brud Wright;
Anna Meliones (7:10)

Recreation: Jessica Brodie, Katherine Brenna

Absent: None.

Documents/ Exhibits: December 5, 2016 Agenda.doc
November 72016 Recreation Commission Meeting Minutes.doc
Memorandum of Understanding BoPW, BoLT, and RecCom
Weston & Sampson Rec Facilities Strategic Plan Proposal
MOU 5 Year Capital Plans
Agenda for Public Meeting
re: WHS Athletic Facility Strategic Master Plan Proposal
10 Interpretive Signs for Dudley Woods, by Sheila Carel
CPA Project Application – Oxbow Meadows
CPA Project Application – Dudley Woods
TEC Revised Traffic Study Proposals 11-22-2016.pdf
12.05.16 Wayland Alpine Field Upgrade Proposal.pdf
12.05.16 Wayland Town Building Field Upgrade Proposal.pdf
12.05.16 Wayland HS JV Baseball Field Upgrade Proposal.pdf
Plan for Update Remaining Capital Maintenance Funds & Projects
2017 Field & Facility User Packet.pdf
2017 FieldUserApplication.pdf
Wayland Rail Trail General Rules
Shadley Associates, PC Patio Expansion Project proposal
Regatta Dock Systems Proposal Summary
Campout Application

Guests:
Chris Brown, BoPW
Larry Kiernan, Rail Trail
Bob Smith, 12 Mansion Road. Abutter to Dudley Pond
Nancy Vogel, 197 Lakeshore Drive, Abutter to Dudley Pond
Stephen Garone, 179 Lakeshore Drive, Abutter to Dudley Pond
Chris Maietta, Chairmen of Wayland-Weston Rowing Association, Inc.

7:05 PM MEETING CALLED TO ORDER:

Asa called the meeting to order 7:05pm

7:05 PM PUBLIC COMMENT:

None.

7:10 PM REVIEW AND APPROVAL PREVIOUS MINUTES

Brud makes motion to accept previous Rec Com meeting minutes from November 7
Asa seconds motion.

Discussion: Frank Krasin asks if anyone has looked into the substandard backstop claim, MIAA standards only Jess – the High School master plan will assess that, All in favor? 3-0-1.

Asa abstains because hasn't reviewed and was not present.

7:10 PM REVIEW AND APPROVAL OF BILLS AND PAYROLL

FKrasin motions for the approval of Bills & Payroll November. Brud seconds motion.

Discussion:

FKrasin - Still **must** change the vendor names to "Recreation" from "Parks & Recreation."

Pilates, Bootcamp, Amanda Cosenza and US Postal Service all billing Wayland Park and Rec

All in favor? 4-0-0.

Anna Meliones arrives.

7:10 PM BoPW TOPICS

- MOU for 195 Main Street interim use
Discussion – Chris Brown, BoPW.

MOU draft with intent to get alignment between three boards. Do not want to delay projects, just want to utilize the land while it's waiting to be used, potentially a year 2018-2019 that would be under Rec control; but like to use it as a "lay down area"

Brud – make clear that the expectations for that field as a formal field are still in question, an expensive retaining wall may be prohibitive

Asa – grant won't be awarded until June, library could be delayed if they don't receive grant, waitlisted. Town will vote in April, does that trigger the transfer of the land?

CB – two different transfers, for Rec Com is dependent on Town Meeting vote, and Library is dependent on grant and vote.

Asa – money won't be authorized until the Fall or following Spring 2018,

CB – yes, construction to start in Summer 2019

Asa – how does it affect Rec?

CB – think we can coexist.

Asa- another issue, town voted to provide funding to take down the building. When does that happen?

CB – details to come, lacking specifics

FK – If decision is made to not be the stie of a library, will it become recreation?

CB – no, remains with BoPW, could decide to turn it over to Rec, Library or Schools

Brud – deeded the land, but hasn't been transferred.

CB- No BoPW retains land if BoLT doesn't build a library.

Asa – MOU will go to Town Council in the coming weeks.

- Irrigation bylaw / field resting & project plans for 2017
- Water Meter Bills
FK – will we get billed for watering the fields?

CB – initially thought water bills were generated and paid for by specific departments turns out Rec and Schools do not pay for water. Still need to determine what it means, 5k a year, 50k a year, we don't know. Looking to get a special municipal rate that's reasonable. Intend to have field user fees, all town residents currently pay for it.

CB – DEP noticed the water being pumped out, wasn't equating with water being billed for....once we have an idea of economic impact, we will come back to you

Brud – be careful, schools use rec fields, rec uses school fields, and the public uses all fields, can be a hornets nest.

CB – good point – fields impacted by summer water bans, DEP tells us water permit with some restrictions, currently issuing permits to some towns that had a provision that an acceptable exception to a water ban was for watering municipal fields.

Decision rests in BoPW.

JB – when will we know if we will be billed for this? We will need to adjust user fees.

CB – not FY18, FY19, town meeting of Spring 2018.

7:38 PM **FALL & SPRING TOWN MEETING WARRANT ARTICLES**

Town Wide Recreation Facilities Strategic Plan – passed at Fall Town Meeting, orig. plan to use on call contract, Nan had concerns

FK – what's on-call contract

JB – we went through the process of RFP to get on-call designers, so we won't have to do so for each individual contract. Never defined a min or max to do that., wants opinion of Town Council, before decide to bid it out, or go through Procurement because of the value of the project. Brud – when? JB – this week, hopefully

Brud- if it doesn't happen, then you work with Procurement to formulate an RFP

JB – advertise it for 2 weeks, 3 weeks or a month to complete.

Brud – W&S timeline would begin in January with some of the reports, can Nan and Procurement work with that time line.

FY18 CIP Requests

Met with Finance Comm, went well. Gave us A+.

Revolving Funds

JB – Will see if we can have multiple 53E½ accounts, since the Baker bill passed. Dept heads will meet with the New Town Council.

Brud - would like Town Council to meet with Rec Commission – potentially change our entire model. May be straight forward that there will be no discussion.

JB – to recap – there are 3 proposals for TB, JVBB, and Alpine to get bid documents for design, so we would have a full article to approve the funding.

Nan wanted to wait to approve design until construction funds are approved.

JB asked if articles should include both design and construction?

– they prefer design first, and then construction based on the design.

Heidi - clarifies that Nan wants lower level schematic to support approval of later detailed design and construction.

Brud – wants to know from TC – the path to spend fees without hitting obstacles.

Asa- go to BOS, 2% or appropriate % of tax dollars that we can spend.

JB – Question remains, what should user fees be spent on....make sure we aren't over charging or under charging, and make sure that we are doing that.

Brud – we would only spend it on the purpose for which it was collected. Should be able to spend it without permission. It's town property, and should be vetted, but every time we ask what the holdup is, we are being blocked by technicality. We need to clear up the path.

What we are allowed to spend should match what we collect, otherwise not in compliance with the state.

Anna – we haven't been able to improve a single field for 6 years. Nothing has changed in 14 years. Fields are getting really REALLY bad. We need to spend the money to improve them.

Asa- we know TB and Alpine need rehab to be viable.

Heidi – maintain an existing asset, necessary

FK – really frustrating, we are in the best position to make decision to spend the money, and we are not being allowed to spend the money.

8:10 PM CAPITAL PROJECT DISCUSSION

HIGH SCHOOL MASTER PLAN UPDATE

Public Input Meeting: Thursday, December 8 (Agenda included)

OXBOW MEADOWS

Revised Traffic Study Proposal –“[TEC Revised Traffic Study Proposals 11-22-2016.pdf](#)”

Heidi – Question about any reservations about conducting the study in December, when the field isn't in use.

JB – field doesn't exist, so hard any time of year. TEC can factor that into the study.

Heidi – want to anticipate push back, as it's been highly requested. The proposal aren't capturing all the intersections; need to address the concerns of the neighbors near Oxbow/Sherman's Bridge.

JB – great point, will ask Kevin to amend it.

Brud makes motion to approve “[TEC Revised Traffic Study Proposals 11-22-2016.pdf](#)” with an addition to capture traffic on Oxbow off of Sherman's Bridge. All intersections listed from North, not from South.

Asa seconds motion.

Discussion: None. All in favor? 5-0-0.

National Park Service reports/assessments

Potential Future public meeting dates

DUDLEY WOODS TRAILS

Update & Next public meeting options – Conservation flagged Wetlands areas, will add to the survey, so consultant will finalize the trails around the Wetlands. Meet with Conservation Commission in the future.

Asa- look into grants

CPA Project Application – Dudley Woods, include contingency

10 Interpretive Signs to be placed on the walking trails at Dudley Woods, created by Sheila Carel

Revised TOWN BUILDING Field Renovation Proposal –possible vote

Frank makes motion to approve revised “[12.05.16 Wayland Town Building Field Upgrade Proposal.pdf](#)” for \$28,000.

Brud seconds motion.

Discussion: None. All in favor? 5-0-0.

Revised JV BASEBALL FIELD Renovation Proposal – possible vote

Frank makes motion to approve revised "12.05.16 Wayland HS JV Baseball Field Upgrade Proposal.pdf" for \$10,000.

Brud seconds motion.

Discussion: None. All in favor? 5-0-0.

FY18 12.05.16 Wayland Alpine Field Upgrade Proposal.pdf

Frank makes motion to approve revised "12.05.16 Wayland HS JV Baseball Field Upgrade Proposal.pdf" for \$28,000.

Asa seconds motion.

Discussion: None. All in favor? 4-0-1. Heidi abstains as an abutter to Alpine.

Plan for Update Remaining Capital Maintenance Funds & Projects

JB – updates status of projects

8:41 PM RECREATION DEPARTMENT POLICIES & FEES FOR 2017

Facility & Field User Packets, fees, new policies –

Brud – develop qualifier for Seasonal Priority, based on venue and its intended use

Anna – propose to make Light Use fee \$45 per hour for Non-Residents.

Frank makes motion to approve revised "2017 Field & Facility User Packet.pdf"; & "2017 FieldUserApplication.pdf" with discussed amendments.

Heidi seconds motion.

Discussion: None. All in favor? 5-0-0.

Rail Trail rules & policies

Guest – Larry Kiernan, Rail Trail

- Equestrians – derive a wide right of way to accommodate equestrians.
- ADA motorized wheelchairs?
- Other questions snow-shoeing, cross country skiing, etc.
- Bikers?
- Plowing snow – if decided safest option. Plow lots.
- Dawn to dusk trails; maybe doesn't make sense as it connects to library and town center.
- Eversource occasional leave a mess, and need to be dragged.

JB – timeline?

Larry, late spring 2017? Likely be popular because it will be 5 years.

Anna – finally, its been 12 years in the making!

9:07 PM TOWN BEACH & DUDLEY POND

Heidi makes motion to accept "Shadley Associates, PC Patio Expansion Project proposal" paid for by Beach User Fees

Anna seconds motion.

Discussion: None. All in favor? 5-0-0.

Boats & Boat Racks

JB – update, met with DPW at Dudley Pond and Mansion Beach, 6 boats remain – 4 are chained to trees. Question for Town Council about what to do with the boats, sell them to

benefit the Dudley Pond Association? Waiting for answer from TC. 2 boats were removed and discarded, as they were damaged.

Guests: Bob Smith, 12 Mansion Road.

Town Surveyor came down and said he would put a boat rack for 40 boats. Boats left are fishers, same traffic all the time. Concerned about parking on corners if there is a boat rack.

Guests: Nancy Vogel, 197 Lakeshore Drive

concerned about parking, and the rack being an eyesore, safety and liability of boats in off season. Biggest concern, its quiet, and subjective if boats are an eye sore, the rack would be an invitation.

Stephen Garone- trying to formalize something that isn't formalized now. Brud – concerned about the eye sore of boats left on Rec property. Connect with the Chief regarding parking and public safety.

Bob Smith - suggests a boat rack at Rocky Point, mostly used at Fisherman

Brud – it's conservation land

Anna – make an effort to overall cleanup – 2 steps to no where, better signage,

JB – Eagle Scout interested in rebuilding the kiosk there

Additional new boat launch / crew area docks -

Guest: Chris Maietta, Chairmen of Wayland-Weston Rowing Association, Inc.

Interested in buying another set of docks to share at Wayland Town Beach Launch Area.

Current black ones are end of life from 1980s, another set borrowed from Head of Charles.

Connect-a-Dock, Head of Charles standardizes and this is all they use now. We use them year round, except during the Head of Charles every Fall. Parks & Rec used to help transport the dock to the Charles before the regatta, and the return them. When Parks & Rec split into Rec & DPW, decided they were no longer interested in helping transport. Gentle Giant helps now move the docks, costs \$1,000. Last year we replaced one set, and reduced us to only have to move one set. If we buy another set, we won't have to transport any docks to the Head of Charles.

Received a proposal – two versions: Same as Spring, same price. 60' x 10'

Two options, one has more pieces but smaller pieces, one has less pieces, but bigger pieces and is cheaper.

Ideally to replicate last Spring's purchase. Proposing to split the cost.

FK – Does Weston Recreation kick in any money to support this?

CM – No, its unique program – joint effort. Varsity sports in both schools, but schools don't contribute.

WWRA – Open book, break even, rowers pay \$950 per season, and pays rec \$40 per rower per season.

Anna makes motion to approve half of option B 1000 Series, \$17,445 for a total \$8,722.50 as described in "Regatta Dock Systems Proposal Summary".

Brud seconds motion.

Discussion: None. All in favor? 5-0-0.

CM- timeline in the Spring 2017, when the ice melts. It would be beneficial to donate the old docks to another team.

9:53 PM FALL 2016 DEPARTMENT UPDATES & OTHER TOPICS

Personnel Board Meeting – Follow Up from Wed, 11/30 Meeting

JB – present request 19h/wk position paid out of revolving field, after regular hours to staff

beginning July 1

Drop-In Gym programs – John Senschyn has position we can fill until July 1

10:00 PM **EVENTS THE REQUIRE APPROVAL OR DISCUSSION**

- Pam’s Run 2017 – Sunday, October 15, 2017 leaves from Claypit at 10:00am
- Campout 2017 – Saturday June 17 to Sunday June 18; Father’s Day
- Touch-A-Truck 2017 – Saturday, September 23, 2017

10:02 PM **PUBLIC COMMENT:**

No public present to comment at this time.

10:04 PM **TOPICS NOT REASONABLY ANTICIPATED BY CHAIR 48 HOURS IN ADVANCE OF MEETING**

Anna loves the new Winter Brochure. Christine did a fantastic job.

10:06 PM **NEXT MEETING DATE & TOPICS**

Monday, December 19, 2016; 7:00pm | Wayland Town Building
Spring Town Meeting Warrant Articles
FinComm / BOS meetings
Interim Director during Maternity Leave
Non-Resident Beach passes – need a new system.

10:08 PM **MEETING ADJOURNED**

Monday, December 5, 2016 10:08 PM
Heidi– Motion to Adjourn; FKrasin seconds motion.
Discussion: None; All in Favor 5-0-0.
