

## Parks & Rec Meeting

December 20, 2021

Virtual Meeting called to order 7:50 pm by Bob O'Shea

Members present: Bob O'Shea, Keith Bilafer, Michele Lauria, Marisa Steele, Kevin Mitrano, Marty Green, Abby Besse

Minutes of November 29, 2021: No changes. Motion: Bilafer; 2<sup>nd</sup>: Lauria; Approved: 3-0

### PUBLIC COMMUNICATIONS

1. SUBCOMMITTEES: Dan Daly – Dan updated committee on the CPIC funding process for the athletic field complex proposal. Question was raised if the entirety of the plan needs to be approved vs a partial allocation for land acquisition only. There was also mention of creating a Field Stabilization Fund. More updates are expected within the next 2 weeks.
2. LIAISONS: Abby Besse (School Committee) Abby will walk Upper Depot with Keith to assess the newly seeded areas to determine if field will be fit for usage in the spring
3. GENERAL PUBLIC: none
4. General Communications: none

### PROGRAM UPDATES

1. BEACH OPERATIONS (Lauria/ Mitrano)
  - a. Kevin and Michele having been working on adjusting pay scale for lifeguards and developing a new sailing program
  - b. Search for new beach director continues
2. FIELDS (Bilafer/ O'Shea)
  - a. Eagle Scout Projects recently completed include 4 bat houses installed (led by Scout John Zobbi) and New Benches for Upper Depot (Scout Jack Babcock)
  - b. Kevin is compiling a Standard Procedure Manual that will document monthly "to do's" on a who, what, when basis: such as who is responsible for moving the sand bags, take down soccer nets, etc. Keith will email DPW to remind them of their current duties pertaining to sand bags, trash cans, etc at various fields
  - c. O'Shea noted that DPW has included in their budget request for next fiscal year additional monies to have seasonal workers, hired at \$12/hr, to complete weed whacking. This represents a duplicate request to P&R budget request to outsource the weedwhacking to an outside contractor. Discussion ensued. Motion was made to keep P&R budget request intact for outside contractor to complete the weedwhacking duties and to have DPW drop their request to hire seasonal workers. Keith motioned, Michele 2<sup>nd</sup>. Approved 4-0
  - d. Marisa offered to review 3Season work done to date by utilizing the scope of work drawings as guide
  - e. Discussion by group about P&R contribution through admin fees on CivicRec to fund Director's position. Currently there is a \$5/head/fiscal year. Starting next fiscal year, the

Commission decided to change the process to cost/head PER SEASON. The amount per head may be renegotiated at that time as well.

3. TRACK, OTHER (Steele/ O'Shea)

- a. Marisa reported that an additional 8 dead/high risk trees were taken down on XC trails behind the track
- b. Bob proposed a Snowshoe Sharing arrangement with Carlson's Orchard. Carlson's will groom trails around their property and manage renting out the P&R supply of snowshoes (10 Adult sets/ 10 Kid Sets). Michele motioned for an arrangement that Carlson's would subsume 80% of proceeds from rentals, giving 20% to P&R. 2<sup>nd</sup> by Keith. Approved 4-0.

EVENT REQUESTS and NEW BUSINESS: None

EXECUTIVE SESSION: 9:08pm (minutes elsewhere)

Chairman O'Shea proposed meeting in executive session for the following reason: To consider the purchase, exchange, lease or value of real property as the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body;

Roll Call vote to enter Executive Session pursuant to MGL Chapter 30A, §21(6) at 7:38pm

All commissioners vote "aye" to agree to enter executive session.

PUBLIC SESSION RECONVENED: 9:23pm

ADJOURN: 9:25pm Motion- Michele; 2<sup>nd</sup> – Keith. Approved: 4-0

Next Meeting: January 3, 2022

Respectfully submitted:

Marisa Steele

Commissioner, Parks & Rec