

Parks and Recreation  
Meeting Minutes  
November 2<sup>nd</sup>, 2020

Call to order 7:30 PM

**Commissioners Present:** Mark Morin, Keith Bilafer, Bob O'Shea, Michelle Lauria, Doug Thornton

**Audience:** Kara Minar, Stacia Donahue

Minutes Approval – 10/19/20 Keith motioned to approve with spelling correction, Michelle seconded, vote **5-0**

Memorial Bench Policy (7:00)

Bob reviewed policy

Michelle recommended switching Ideas to major projects

Michelle asked Doug about \$500 amount – Doug is ok with it but commented that larger amount is wide range, from a \$1000 item to a new field

Bob suggested changing name – commission came up with Community Donation Policy

Michelle motioned to accept policy, Keith seconded, vote **5-0**

**Program Updates**

Beach Operations (18:45)

o Draft Budget

Bob reviewed budget plan for next year, he and Michelle support budget with clubs added, clubs are added to attract more people to the beach

Reviewed 5% cut, maybe less sand, Doug mentioned 5% cut in beach director salary, therefore may need to take 10% out of beach expenses to keep beach directory budget the same, Michelle suggested running bonfire through donations

Last column includes paying for lifeguards from town budget

BHRA budget (40:00)

Michelle discussed meeting early in the day, price will go up in increment \$4,720, \$4,940, \$5,220, will get signatures from Linda and Pond Committee after Commission approval

Michelle motioned “to accept agreement between BHRA Inc. and Harvard Parks and Rec Commission, and allow my signature to represent P&R”, Keith seconded vote **4-0** (Doug obtained)

o Kiosk, Lottery & Dock Closure Plans (46:45)

Kiosk closed; boats need to be removed by 11/15

Swim rope and corner buoy still in water, Michelle will get removed

Fields (51:30)

o Draft Budget

Bob discussed budget and 5% reduction option - pass through to user fees; (Doug) we should fix hardware (like sprinkler heads); (Keith) cut costs of liming and fertilizing non-playing fields; deep aeration needed on Park and Waite

o Ann Lees Field Jurisdiction/Responsibility Status (1:02:20)

Bob spoke with Wendy Sisson – MOU – inter-board memorandum - best approach, then NOI for operations and maintenance; going to ConCom on Thursday, therefore not approving now  
Generic NOI for all recreation fields, reviewed

o North Turf Infield Plan (1:23:40)

North Turf booked for the fall, can put us on schedule for the spring, will keep ACTION open

Track and Commons (1:34:00)

o Bench Removal and apron repair status

Will relook at Apron repair in the spring

Bench removal – can Tim K. do this?

**Public Communications (1:40:00, 9:10pm)**

o Planning Board report – Stacia

1) Senior housing bylaw – survey coming out soon

2) Bromfield house – PB is looking for input if we are interested in the land

3) Transportation committee – MAPC – land lines, trails go through whole region

- Money through their program to get trails upgraded

**Event Requests and New Business (1:56:30)**

o Town Commons – give jurisdiction to Select Board

Keith approves; Doug is against – we are Parks and Rec, it fits into our bucket better than theirs; Mark approves, but we can control it if they don't want it; Michelle wants jurisdiction or does not want to manage it

o Beach NOI

o Cricket club looking for home for games

360-foot radius field – Keith thinks we don't have a wide enough field

Doug mentioned we should save our fields for ourselves

o BHRA check is in, Bob's cancelled check from MIT has not come in, including rental truck

o Doug reminds all of CPC meeting 12/16 to cover Parks and Rec / subcommittee submissions

Adjourn 9:47 – Keith motioned / Michelle seconded vote **5-0**

Next Meeting: November 16<sup>th</sup>