



Athletic Field Planning Subcommittee

of the Parks & Recreation Commission

**Meeting Agenda - Wednesday,
August 14, 2019 @ 7:30 PM**

**13 Ayer Road, Harvard, MA
Town Hall Meeting Room, Town Hall**

AGENDA

- 1.) Call to Order – 7:30 (5 mins)
 - a. Recording of meeting reminder
- 2.) Approve minutes of June 19 & July 23 meetings – 7:35 (5 mins)
- 3.) Public communication – 7:40 (15 mins)
- 4.) Old business – 7:55 (45 mins)
 - a. Workgroup Updates
 - i. Report – Stu, Dan, Sharlene
 - ii. Users – Sharlene, Ed, Joe
 - iii. Usage/Scheduling - Joe
 - iv. Field Inventory – Don, Keith, Dan
 - v. Field Management – Karen, Abbie, Sharlene
 - vi. Comparisons/Benchmarks – Dan, Joe
 - vii. Workflow/Web Site – Joe, Dan
 - viii. Finances – Dan
 - b. Other
- 5.) New business – 8:40 (20 mins)
 - a. Subcommittee membership, administration & organization
 - b. Stakeholder engagement, intra-board communications & public input
 - c. Other
- 6.) Next steps / actions - discussion & prioritization – 9:00 (30 mins)
- 7.) Adjourn – 9:30 PM

NEXT MEETING:

August 28, 2019 @ 7:30 PM