



Athletic Field Planning Subcommittee

of the Parks & Recreation Commission

**Meeting Agenda for
Tuesday, Sept. 24, 2019 @ 7:30 PM**

**13 Ayer Road, Harvard, MA
Volunteer Gov't Room, Town Hall**

AGENDA

- 1.) Call to Order – 7:30 (2 mins)
 - a. Reminder – recording of public meeting
- 2.) Approve minutes of recent meetings – 7:32 (3 mins)
 - a. August 29th, September 10th and September 17th meetings
- 3.) Public communication – 7:35 (10 mins)
- 4.) Interim report – 7:45 (15 mins)
 - a. Review board feedback
 - b. Public feedback
- 5.) Subcommittee organization – 8:00 (10 mins)
 - a. Roles & responsibilities
 - b. Open Meeting Law requirements
- 6.) Workgroup / member updates – 8:10 (50 mins)
 - a. Inventory
 - b. Assessments
 - c. Users/Participants
 - d. Usage
 - e. Management
 - f. Governance & Jurisdiction
 - g. Finances
 - h. Other – stakeholder engagement; board communications; public input
- 7.) Next steps / actions & prioritization – 9:00 (15 mins)
- 8.) Adjourn