

February 11, 2019

Park and Recreation Commission Meeting

Commissioners: Bobby Beagan, Dick Williamson, Mara Huston, Jim Marotta, Michael Ensley

Guests: Jacquie Manley, Cathy Leonard, Carolyn Markuson, Marianna Davila Perrella, Leila Frank, Chris Felt, Melissa Rodrigues, Town Manager

Minutes from January 7, 2019 meeting approved as amended.

**Public Comment:** Carolyn Markuson, 61 Hickory Road, came before the Commission to discuss issues at the pool and the water temperature. She stated participants in the Awesome Aquatics brought in thermometers and tested the pool temperature. Their readings were lower than the numbers Kayla quoted from the Facilities Director, who uses the reports from the computerized systems attached to the pool pump room. Bobby suggested this concern be discussed with Kayla and the Facilities Director.

Mara presented and read a letter from Diane Hoagland with concerns and complaints about the pool facility and programs and lack of exercise belts. Bobby asked if Kayla was aware of these concerns. Kayla was aware of some of the concerns. Mara handed out a proposal that Geralyn Strella put together regarding the Deep Water Class. Mara read the proposal, which referenced the desire for a drop in pass for participants in the Deep Well Water classes that do not want to pay for the full session of classes for various reasons. Mara said the proposal was turned down, but felt it should not have been since it never came before the Park and Recreation Commission. Bobby and Melissa stated that the Commission does not set the program rates and the proposal should follow the chain of command in the department. The Commission discussed the information in the letter and suggested the matter be reviewed with the Recreation/Atkinson Pool Director since the Commission is not involved with the day-to-day activities at the Pool and do not set daily fees for programs.

**Memorial Tree-Max McCormick** - Marianne Perrella, a relative of Max, attended to request approval of her application to install a memorial tree and bench for Max McCormick at the Haskell playground. Max passed away in January of 2019. His parents are residents of Sudbury.

Chris Felt, Parks and Grounds, has been working with Marianne to find the best location for the bench and plaque and a tree. Marianne is hoping the Parks and Grounds Department could install the plaque, bench and tree under the Sudbury Trust Memorial Tree Program. The program provides for an engraved granite bench, but the request is for a bench that would be consistent with the benches currently at the playground. Ms. Perrella stated she and her husband have contributed the funds necessary to purchase and plant the tree, and install the brass memorial plaque and bench in honor of Max.

Jim M. asked about the distance from the fields, Chris assured him the location chosen for the tree, and its growth would not interfere with the layout of the soccer or baseball field at Haskell.

Michael E. asked about the height of the memorial plaque. Chris stated it would not interfere with the field layouts. Chris replaced the swings. New sand has been added and the wood around the sandbox has been replaced. Chris said he plans to patch some of the pour and play area in the spring. Michael asked if the playground was ever moved would that be an issue. Marianne said no.

**Motion made to approve the proposal before the Commission for the memorial tree, bench and plaque for Max Patrick McCormick at the Haskell playground. Motion received a second and was approved 5-0.**

**Budget Discussion** - Town Manager, Melissa Rodrigues, distributed presentations on both Pool and Field Enterprise Budgets. Melissa stated the Pool Enterprise Budget would be decreasing this year due to attrition and decision not to rehire a full time aquatic supervisor and a removing a portion of the Director's salary. Indirect costs are lower due to fewer staff receiving benefits. Commissioners asked questions regarding expenses and programs. Current projections for FY19 show the pool coming in on budget. The overall budget is looking better with reduction in full time staff, but she Melissa is still concerned and suggesting a small rate increase. Historically, the pool expenses has been higher than its revenue, so retained earnings had to be used. Melissa asked the Commission to consider reviewing the rates at the next meeting and suggested holding a public hearing regarding any rate increase in the Pool Enterprise Fund and the Field Enterprise Fund in the new fiscal year. Last year the increase was 6% and the year before was 15%. Mike asked for a rate policy from Melissa to determine what number the Town would like to see the retained earnings be at the end of every fiscal year. She will work with Dennis to draft a policy.

Melissa stated the Field Enterprise Budget currently looking good and she is not suggesting a rate increase at this time. Revenues have pretty much stayed the same in this fund. Last rate increase was in 2017. Melissa said she might recommend a small rate increase if they see a change in the current numbers. The \$10,500 in the Field Enterprise budget from the past year lease that was paying off half the loan for a tractor will now be put into the stabilization fund for Cutting Field turf replacement. Melissa reported that \$10,100 would be transferred into the stabilization fund from the Town. The Town is once again putting \$40,000 in the capital budget for park improvements.

Jim M. mentioned a group that repaired their pour and play surface for around \$10,000. Chris said he would be happy to call and find out more about the project.

Melissa stated the Recreation Budget is only partial salaries of four staff. Expenses for Recreation are paid out of the various Recreation Revolving Funds.

Melissa mentioned the water bottle plan for two locations. This will come out of the Town Managers budget.

**Director Update** - Kayla reported that summer camp registration was going on at the same time as the Commission meeting, which is why she had to leave the meeting a few times. A new full-time pool employee had been hired to replace the previous Aquatic Supervisor. Kayla will be going out on maternity leave late May or early June. She is currently interviewing for the Assistant Directors position. Bobby asked if Melissa was still planning to bring in an interim Park and Recreation Director before Kayla went out on maternity leave. Kayla said that is the current plan.

Kayla mentioned that Chris Felt attending the meeting to answer any questions the Commission had regarding fields. Bobby Beagan asked about the Cutting field drainage issue. Chris walked the field today and it was very dry. There is still concern regarding the drainage. He stated that Dan Nason was working on getting all parties involved together for a meeting. There was a suggestion of pulling up sections of the turf to check the drainage. If this is done, Chris said it would not be done until the spring, which may affect the spring field schedule.

Bobby spoke with Dan about Davis field. Chris looked at some old plans for Davis and said the Conservation Commission would have to be involved in order to change the pitch and bring in some fill to level out the field for better field use. Any change may affect the wetlands. Dan Nason said he would have to get new plans in order to do anything at Davis. The thought is to make Davis as useful as possible without too much cost.

Mara asked how much money a plan would cost. Bobby said he would contact Dan to find out and get the discussion started.

**Broadacres** - Chris stated the field needs a lot of work since the horse hooves really destroyed the grass. Chris said he would keep mowing the area.

**CPC** – Mara said they did not meet since the last PRC. She has not heard about free cash from the CIAC for the Featherland project. Bobby B. stated he thought there was no free cash. He will follow up. He also stated there was some concern regarding the \$10,000 commitment from LSRHS regarding the funding for the additional tennis courts. Mara is looking for a written commitment from them. Next phase, Dan will go to bid in April to get firm numbers for the Town Meeting presentation.

**Master Plan** – Beth Sudemeyer is working on the Town Masterplan. Friday, Feb 15 meeting is to assign subcommittee members and continue the discussion. Bobby said he would get the field users involved in filling out the master plan surveys.

Jim M. asked Dick W. to let the Park and Recreation Commission know what the Master Plan Committee needs from the PRC.

Meeting adjourned at 8:45pm.

