

**Dover Parks and Recreation Commission
Meeting of January 18, 2013
Minutes**

P&R Commissioners In Attendance: Peter Davies, Rich Oasis, Scott Seidman, Nancy Simms

P&R Employees In Attendance: David MacTavish

Others In Attendance: Jim Dawley (BOS), James Stuart (WC)

The meeting was called to order at 7:50am.

ADMINISTRATIVE

Acceptance of Minutes

Minutes from 10/12/12 were approved unanimously.

CORI / SORI Process

Mark is in the process of creating a Dover Parks and Recreation CORI policy. He has met with Chief MacGowan to discuss protocol and procedures for both CORI and SORI checks. Mark will provide an update on his progress at the next meeting.

Field Usage Fees

The Spring 2013 field allocation meeting was held on Wednesday, January 16, 2013 and was attended by representatives from DSSoccer (Pete Lamson and Susan Cottrell), DSYBS (Jay Gately), DSYL (Kent Fitzpatrick and Annemarie Thompson), DS Girls Lacrosse (Emily O'Marah and Jane Laird) and by Dave MacTavish and Mark Ghiloni from Dover Parks and Recreation and by Leo Cavanaugh from Sherborn Recreation.

Soccer practices will be limited to one session per week; practices and will be at the Chickering fields and at Fessenden Field in Sherborn with a few practices at Laurel Field in Sherborn. Baseball will play twice a week; depending on the league, games will be held at one of the three Caryl Park ball fields, at the Chickering ball field, at Jamison ball fields in Sherborn and at the high school ball field. Softball will play twice a week with the younger teams playing at the Laurel ball fields and the older girls playing at the high school. Girls' lacrosse will have two practices per week but will have three teams practicing on a field at one time; their practices will be at Chickering and Caryl fields and at the Farm Street field which they will have to rent from the Region once a week. Boys lacrosse will have two practices per week and will have two and three teams practicing on a field at one time; the younger teams will practice at Laurel Field in Sherborn on the weekends. Laurel Fields are unavailable to Dover-Sherborn youth sports teams on most weekday afternoons because these fields are used by a private soccer club for their practices.

Dover and Sherborn assess each player a per-sport field usage fee of \$20 payable to each town. Dover's share of the field usage fees is allocated entirely to the field maintenance account of the revolving fund.

RECREATION

Summer Program Guide

Mark is in the process of putting together the Spring/Summer program guide. This is typically our biggest program and has traditionally been printed as a glossy multi-page booklet. The Fall and Winter brochures have traditionally been smaller documents and have been printed on regular copy paper.

Dave was asked by the Commission to look into the cost of using a different printing company. Currently, Alliance Print Group does our printing. Mike Guthrie, a Sherborn resident and former youth baseball coach, is an executive at Alliance. Dave's research revealed that the Alliance pricing was competitive with other vendors surveyed. The decision was made to stay with Alliance.

Mark asked the Commission whether we wanted to continue sending a brochure to every household in town. He was going to ask the town clerk if mailing lists could be generated for just those households having children of a certain age. Discussion ensued about the pros and cons of limiting the mailing list and of sending electronic versions rather than hard copies.

John Smith Summer Program

Dave and Mark met with John Smith, founder of John Smith Sports, and have added a few new sports programs for the Spring and Summer. One in particular would run in conjunction with Chickering Camp whereby kids attending this camp could opt to do an afternoon sports camp right afterwards on Chickering Field. Mark will share more details at our next meeting.

PARKS

CPARC Update

There was a discussion about putting a non-binding referendum question on the warrant or on the town ballot. P&R has a place holder on the warrant already and has until April 1, 2013 to submit something for inclusion on the ballot. Town counsel will need to approve whatever we write.

P&R has a hard copy of the NOI and of the plans prepared by Gale. These items were also provided to P&R in electronic form. Mark will post these items to the P&R website as soon as Bill Clarke is able to help him do so. It was agreed that hard copies of these documents will also be made available for the public to review in the P&R office but will not be photocopied.

ConCom – Meeting was Wednesday, January 9, 2013. Eric Roise from Gale presented. ConCom identified the following issues and asked us to return for their next meeting, Wednesday, January 23, 2013:

1. Why is there a DEP number on this NOI if there are no DEP issues? Or are there DEP issues? – According to Eric, the ConCom filing documents require that DEP be notified for every NOI filed. Eric confirmed that there are no issues falling under the DEP purview and that this is solely a Dover issue.
2. The IVW Replication Plan is missing. – Eric and his team have prepared a replication plan for the one IVW area and have identified specific vegetation types and quantities to be planted in the re-located area.
3. The Replication Ratio in the plan is inconsistent. – The replication ratio is 1.74:1, well above the town mandated ratio of 1.5:1. Eric has made corrections to the plans and the narratives so that all references are consistently 1.74:1.
4. The Basal Tree Count is missing. – ConCom regulations state that the required tree count applies only to the replication area. Eric is awaiting clarification from the ConCom administrative assistant, Lori Hagerty to confirm this interpretation.

The next ConCom meeting is Wednesday, January 23, 2013 at 7:30pm.

Planning Board – Meeting was Monday, January 14, 2013. The PB chair, Mark Sarro, will provide P&R with a list of issues raised at this meeting and will prioritize the issues for us to address at the next meeting. He has asked P&R for numbers on field usage (justification for lack of field space). The next PB meeting is Monday January 28, 2013.

It is important to recognize that although P&R is adding two new rectangular fields (with a baseball/softball bump out in one of them) there won't be five fields running at the same time all day long. The turf fields will allow P&R to off load some of the excess use from the Chickering and Caryl playing fields so that these fields can improve their condition. With the turf fields in place, the rectangular field at Caryl won't be used and baseball will have more practice and game times. At most, there will be four fields being used In the Spring (no Caryl field) as well as in the Fall as P&R will continue its field maintenance policy of resting one of its three grass fields each Fall.

Lighting Plan - Requested by PB for next meeting. It was agreed that the field lights would be on no later than 10pm seven nights a week. Rear parking lot lights would need to stay on 20 minutes later to allow for safe transition from fields to cars. This policy is consistent with that of other P&R facilities: Channing Pond lights go out at 10pm. Tennis court lights are not working, but when they were, they were on until 10pm.

Gates – It was agreed that it would be impractical for either P&R employees or P&R commissioners to be responsible for closing the gates on a nightly basis and that it was unlikely that the police department would want to take responsibility. Are there remote controls that the police could use to open and close the gates? If the gates are kept open, pedestrian access to the walking trails is more direct as walkers can park their cars in the rear parking lot and gain immediate access to the trails. If the gates are kept open, security might be better in that police crews would be able to circulate through the property and act as a deterrent for mischief on the fields or in the parking lot. It was agreed that Dave would ask Chief McGowan how he would prefer to handle the issue of the gates.

Town of Dover Master Plan - Scott recommended that all commissioners read the most recent draft version of the Master Plan. Education is identified as the number one priority for the largest number of respondents. Scott pointed out that education is not limited to inside the classroom. Education includes lessons learned outside the classroom as well. The role of P&R is to provide educational opportunities outside the classroom. In comparison to all its neighbors, Dover is behind when it comes to providing outside educational opportunities. Other towns are able to give their kids more outside education time because they have more field capacity.

The meeting was adjourned at 9:15am.

Respectfully submitted,
Nancy Simms, P&R Commissioner