

**Dover Parks and Recreation Commission
Meeting of January 4, 2012
Minutes**

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

P&R Employees In Attendance: Mark Ghiloni

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

The meeting was called to order at 8:50am.

Minutes

Minutes from prior meetings were not available.

Operating Budget FY2014

Nothing has changed since last meeting.

Upcoming Dates for Gale Meetings

Eric Roise from Gale Associates has fed-exed copies of the final drawings to the P&R office. They will be available for the commissioners on Monday 1/7/13. They will be considered public documents after the meeting in which they are presented.

Conservation Commission – Wednesday, January 9, 2013 at 7:30pm - Eric Roise from Gale Associates filed a Notice of Intent with the Town of Dover on December 24, 2012. The filing is on the Conservation Commission agenda for January 9, 2013 at 7:30pm. Eric will formally present the project layout. P&R employees and commissioners will be in attendance. Con Com's focus will be on the environmental issues associated with the project. Con Com's environmental consultant, George Giunta, has already walked the property. Con Com will most likely not render an opinion at this meeting. Their next meeting is Wednesday, January 23, 2013 at 7:30pm; they may or may not render an opinion at this meeting.

Planning Board – Monday, January 14, 2013 at 7:30pm – Eric Roise from Gale Associates filed a Site Plan Review application with the Town of Dover on December 24, 2012. The filing is on the Planning Board's agenda for January 14, 2013 at 7:30pm. Eric will be present to answer technical questions about the project layout and scope, but it is anticipated that the Planning Board's focus for this meeting will be on the scenic road curb cut. P&R employees and commissioners will be in attendance. It is anticipated that a decision will not be rendered at this meeting. The Planning Board's next meeting will be January 28, 2013 at 7:30pm; they may or may not render an opinion at this meeting. A Site Plan Review in front of the Planning Board will be later in the process and will have a wider scope.

An officer from each of the following sports groups will be invited to the Planning Board meeting: DSSoccer, DSYL, DSGLL, DSYBS, DSYF, Field Hockey. Rich has been approached by a Dover parent about starting an elementary age football program; this interest group should be represented as well.

Mark will obtain physical copies of each of these documents from the respective departments.

It was agreed to hold a public meeting once we have completed the technical meetings and have in hand Com Com's decision. At that point, we will have something concrete to present and discuss. Timing therefore would be the beginning of February at the earliest.

It was agreed that P&R should put forth a non-binding referendum special article to formally re-assess the current citizen interest in additional athletic fields. Mark will speak with Dave Ramsay about creating a place-holder for the warrant. We can submit precise wording later. Motion by Peter; second by Scott. Unanimous. Mark will report back to the Commission at the next meeting.

CORI Background Checks

Currently CORI checks for P&R are done by the police department. Mark would like to establish procedures so that they can be done by P&R. Mark is in the process of filing fee waiver request with the state so as to avoid the \$15 fee associated with each check. Mark will speak with Police Chief McGowan about the appropriate types of security checks (CORI versus SORI; instate versus out of state) P&R should consider. Mark will report his findings to the Commission at the next meeting.

Summer Program Guide

Mark suggested that we revisit the necessity of mailing hard copy program guides to all households in Dover. This is our one big program brochure. In the past, Jessica has produced it herself online, contracted to have it printed, and mailed it to every household in Dover. There was discussion about the necessity to incur the printing and mailing expense to hit 100% of town residents. Jim reported that roughly 600 Dover households were elderly. Some people like having the hard copy. Others would be happy with an email containing a link to a pdf file off our website. Mark reported that there are issues with inaccurate email addresses in the constant contact database. These need to be updated. Mark will speak with the Town Clerk about getting a list of all households containing school aged children. This discussion was continued until next meeting.

Other

Field Usage Fees to be on the agenda for our next meeting. The current fee is \$40 per child per sport (half goes to Sherborn). Mark reported field usage fee history as follows: 2000 - \$15, 2004 - \$20, 2009 - \$30, 2012 - \$40. Dover's share of field usage fees goes exclusively to field maintenance; Sherborn's share of field usage fees goes into the general budget and not necessarily to field upkeep.

AGENDA ITEMS FOR NEXT MEETING - January 18, 2013

Field Usage Fees
CPARC Special Article
CORI / SORI Process
Summer Program Guide

The meeting was adjourned at 9:10am.

Respectfully submitted,
Nancy Simms, P&R Commissioner