

**Dover Parks and Recreation Commission  
Meeting of February 1, 2013  
Minutes**

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

**P&R Employees In Attendance:** David MacTavish, Mark Ghiloni

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

**The meeting was called to order at 7:48am.**

## **ADMINISTRATIVE**

### **Acceptance of Minutes**

Minutes from 10/12/13 were approved as presented.

### **CORI / SORI Update**

Discussion was deferred.

### **Field Usage Fees**

Dover P&R currently charges a field usage fee of \$20 per player per season per sport. This fee is used exclusively to meet field maintenance expenses. Sherborn Recreation uses the same fee structure although their field usage revenue goes into the town's general account and is not dedicated exclusively to field maintenance. There is growing frustration among the sports groups and among the Dover P&R Commissioners with Sherborn's failure to use its field usage revenue for field maintenance. Laurel Farm Fields are in very poor condition and Fessenden Field is often closed due to wet conditions. Adding to the frustration is that Sherborn leases both fields to private soccer clubs during the weekday afternoon practice times, precluding their use by the Dover Sherborn youth sports groups. For the Spring of 2012, Sherborn leased 48 of its 160 weekday time slots. Sherborn currently receives \$100 per hour per field in third party field rental revenue.

In response to a request from the Dover Warrant Committee, the Dover P&R Commission has asked P&R department staff to collect field usage and field fee data for Baseball, Softball, Boys and Girls Soccer and Boys and Girls Lacrosse. Once we have these data, we will be able to calculate our implicit per hour field usage fee revenue. We will calculate our total field maintenance expense (loaded to include labor) and compare it to our total field usage fee revenue. Using these data and the number of available hourly time slots, we will be able to calculate an explicit per hour field usage fee. These calculations need to be completed before Fall sport registrations occur in early April.

The Dover Warrant Committee has asked P&R to perform these calculations so that P&R can be proactive over the next few years in setting field usage fees so that the field usage maintenance expenses are more closely covered by field usage fee revenue.

Mark will also update the field usage matrix so that the baseball and softball fields are on the same schedule as the various-sized rectangular sports fields.

### **Upcoming Meetings**

Planning Board meeting on 2/11 has been indefinitely deferred per discussion below.

Conservation Commission on 2/27 will likely be deferred until the wetlands survey can be completed per discussion below.

Next P&R Commission meeting is Friday, February 8, 2013 at 7:45am.

## **RECREATION**

### **D/S Youth Football**

Discussion was deferred until the next meeting.

## **PARKS**

### **CPARC - Wetlands Survey**

At the last Conservation Commission meeting, P&R was told that our Notice of Intent application does not contain a certified wetlands survey and that we would need to make arrangements for that to be taken care of prior to moving forward with the NOI hearings. ConCom provided P&R with a list of wetlands scientists they have had come before them in the past. Dave contacted one of the professionals on the list, Scott Goddard of Goddard Consulting.

Dave and Mark and Nancy met with Scott Goddard. He provided great credentials and stated that he has done hundreds of wetland surveys in Dover and has presented in front of ConCom over 100 times. He has worked with both George Giunta and Paul McManus on numerous occasions.

Scott then met with Lori Hagerty, Administrative Assistant for ConCom, and reviewed documents prepared by Gale on file for this project. He determined that there were some omissions in the documents on file that needed to be addressed and that there was some work that still needed to be completed. Scott agreed to quantify the omissions and report back to us with various phases of work and associated costs. Scott's fee is \$135 per hour.

*Scott Goddard, 14 Wilson Road, Northborough, MA 01532 508-525-0726. [goddardconsulting@yahoo.com](mailto:goddardconsulting@yahoo.com).*

Discussion ensued regarding what the Gale contract had included. Gale agreed to prepare all permitting documents and everything necessary to get us up to construction. The contract does stipulate that they will not conduct a wetlands survey but it does say their work will rely upon the wetlands survey completed by Pat Garner and already on file with ConCom.

Rich will contact Bill Seymour regarding the addition of Scott Goddard to the team and the issue of compensation for the incomplete work to date and for the associated ConCom meeting presentations. Rich will invite Bill to attend our next meeting which is next Friday.

### **CPARC - Vanasse Traffic Study**

Rich spoke with Jeff Dirk of Vanasse Associates Inc. who was the lead consultant on the two Dover traffic studies. Rich asked Jeff if he would be available to attend the February 11 Planning Board meeting and he said he was not sure at this time. Rich has asked Jeff to revise the latest traffic study (December 2011) to reflect the new proposed layout, specifically the one way road with two curb cuts. Jeff will need to recalculate sightlines at the access and egress points. He will calculate traffic volume based on the number of parking spaces included in the plan rather than doing an actual traffic count. Since Vanasse's last Dedham Street traffic study was conducted, the town has removed the safety speed bumps that were at either side of the western entrance to Caryl Park; this request was made by certain Caryl Park neighbors who were unhappy with the amount of noise created by large trucks and landscaping vehicles traveling across these speed bumps. Jeff will need to adjust his conclusions and recommendations to reflect the absence of the speed bumps. Jeff estimated that this additional work plus attendance at one Planning Board meeting would cost approximately \$2,800. Jeff's fee is \$185 per hour.

Given Jeff's uncertainty around his availability for the February 11 Planning Board meeting, it was agreed to request from the Planning Board that PR be withdrawn from the agenda for that date. P&R will formally request a hearing extension from the Planning Board to a point in time when the wetlands survey is complete and the site plan is confirmed and when Jeff Dirk is available to be present personally to answer traffic related questions from the members of the Planning Board. Motion was made and seconded, 4-0 in favor. Nancy will contact Mark Sarro .

**CPARC - Safety Issues wrt Lighting in the parking lot and along road and at intersections**

Dave had a conversation with Police Chief McGowan regarding lights within the proposed project site. Chief McGowan stated that he would like to have lights in the parking lots. He stated that he did not care whether there were lights at the access and egress intersections with Dedham Street nor whether there were lights along the access road. Chief McGowan will send Dave a memo documenting the conversation and his position.

**CPARC - Referendum for Warrant / Town Election**

Motion was made and seconded to withdraw from the town warrant the P&R article, 4-0 in favor. Rich will contact Greer Pugatch to withdraw the article.

**CPARC - Planning Board Extension**

As noted and discussed above, a Planning Board hearing extension will be filed.

**The meeting was adjourned at 9:12am.**

Respectfully submitted,  
Nancy Simms, P&R Commissioner