

**Dover Parks and Recreation Commission  
Meeting of March 15, 2013  
Minutes**

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

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

**Others In Attendance:** Jim Dawley (BOS), James Stuart (WC), Scott Goddard (Goddard Consulting), Ardi Rappi (Cheney Engineering)

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

## **ADMINISTRATIVE**

### **Acceptance of Minutes**

There were no minutes submitted for approval.

### **Capital Budget**

The Capital Budget Committee would like P&R to remove the tractor from this year's capital budget. James said that the decision is up to P&R. If we keep the tractor in our capital budget, the CBC will formally and in writing recommend that it not be approved. The recommendation will include the rationale used by the CBC, including that they recognize that there is a trade-off between maintenance expenses versus trade-in value. James said it would not matter to the CBC what P&R decides to do. Discussion entailed. A motion was made and seconded to keep the tractor in the P&R FY2014 Capital Budget. 3-0 vote with one abstention.

### **Mission Statement**

Mark distributed sample Mission Statements from towns surrounding Dover as well as from select towns across the country. He included a first draft of the Dover P&R Mission Statement. Further discussion was continued until the next meeting.

### **Upcoming Meetings**

- The next P&R meeting will be Friday, April 5, 2013 at 7:45am. Dave will not be present.
- P&R is currently on the Conservation Commission agenda for March 27, 2013. Based on discussion below, Mark will request that the P&R appearance before the ConCom be moved to April 10, 2013.
- P&R is currently on the Planning Board agenda for April 8, 2013. Based on discussion below, Mark will request that the P&R appearance before the Planning Board be moved to a later date to be identified by the Planning Board.
- Jim Dawley reminded the Commission that the Warrant Committee Open Hearing is scheduled for Monday, March 18 at 7:30pm.
- Jim Dawley reminded the Commission that PR is scheduled to present their non-binding ballot question to the Board of Selectmen for their consideration on Tuesday, March 19 at 6:30pm.

## **RECREATION**

No Agenda Items.

## **PARKS**

### **Caryl Park – Dowd Memorial Dugouts for Field C1**

Dave met yesterday with the Dave Ramsay (Town Administrator), Greer Pugash (Assistant Town Administrator) and Gerard Lane (Town Treasurer) to discuss this project. It was determined that given the current time and energy constraints on the P&R Commission and the P&R Department, it would be best to return the funds in the gift fund to the Dowd family and have them manage the construction project. Upon its completion, they could then “gift” the dugouts to the town. Motion was made and seconded to return to the Dowd family the monies (approximately \$11,500) in the P&R gift fund received from the Dowd family. Approved 4-0.

### **CPARC – Scott Goddard**

Scott Goddard presented his credentials as a certified wetlands scientist with significant experience in surveying wetlands within the Commonwealth of Massachusetts in general and within the Town of Dover in particular. He explained that he has been in front of the Dover Conservation Commission over 100 hundred times and that he is intimately familiar with the Dover wetland bylaws and the with procedures and common practices used by ConCom to abide by these bylaws.

Scott initially met with Dave, Mark and Nancy to discuss the CPARC project. He then reviewed the CPARC documents filed with the town by Gale Associates Inc., met with ConCom wetlands engineer George Guinta, Paul McManus (President of Eco-Tec, Inc and wetlands consultant for ConCom) and Bill Seymour (Gale Associates, Inc.), and reviewed the minutes of pertinent ConCom meetings. He submitted a proposal to PR to perform a certified wetlands survey of Caryl Park and to address deficiencies he identified in the filings previously submitted by Gale. The parcel he proposed to survey was approximately 40 acres running from the eastern property boundary to the western property boundary and from the brook as the southern boundary to Dedham Street as the northern boundary.

Scott explained that the aggrieved abutters had hired their own wetlands consultant, Patrick Garner. He had walked portions of the property and had identified 5 potential wetland areas that he brought in front of ConCom. ConCom dismissed 4 out of the 5 areas and determined that the fifth area could not be ruled out as an isolated vegetative wetland area. Mr. Garner did not perform a full survey nor did he definitively identify the actual boundaries of this fifth IVW.

Scott stated that Mr. McManus would be the ultimate reviewing agent on behalf of ConCom.

Scott will walk the property and flag the wetlands, using DEP technical data sheets to support his findings. He will walk the property with the Mr. McManus and adjust flag positions in conjunction with Mr. McManus’ determinations. Cheney Engineering will then walk the property and identify the GPS locations of each flag; these locations will then be incorporated into a topographical survey map. With these data, P&R can then position the athletic fields so as to minimize wetland disturbances.

Scott explained that the wetlands survey and the findings of the ConCom would be good for three years and could be extended for one year up to three times for a total of six years. He further explained that his work could be used in support of the current project as well as for possible future projects on this site.

Scott thought that given his current work constraints and the weather, he and Cheney would be able to complete their work and be prepared to present their conclusions at the April 10<sup>th</sup> ConCom meeting.

After Mr. Goddard and Mr. Rappi left the meeting, discussion was held regarding the proposed work to be completed, the timing of the work and the contract structure. Motion was made and seconded to

accept Goddard's proposal to survey the wetlands at caryl park to be structured as a time and materials contract not to exceed \$6,000. Approved 4-0. Motion was made and seconded to accept Cheney's proposal to locate Goddard's flagged wetland boundaries and to create a topographical survey map reflecting such positions to be structured as a time and materials contract not to exceed \$7,500. Approved 4-0. Revolving Fund monies will be used to pay for these contracts.

**CPARC – Non-binding Ballot Question**

Jim Dawley reported that Town Counsel had reviewed and cleared the wording of the proposed non-binding ballot question. Jim asked P&R if we were prepared to present the question as written to the BOS on March 19 and if P&R would agree to be bound by the outcome of the vote. The answer to both questions was, "yes". Motion was made and seconded to be bound by the outcome of the May 20<sup>th</sup> ballot vote, 4-0 approved.

**The meeting was adjourned at 9:16am.**

Respectfully submitted,  
Nancy Simms, P&R Commissioner