

**Dover Parks and Recreation Commission
Meeting of February 3, 2016
Minutes**

P&R Commissioners in Attendance: Chris Boland, Val Lin, Nancy Simms, Eric Loeffler, Peter Davies

P&R Employees in Attendance: David MacTavish, Mark Ghiloni, Amy Caffrey

Others in Attendance: Rodney Peterson (WC), Jim Dawley (BOS), James Stuart (WC), Michael Gilio (DSYBS), John Forman (DSYBS).

The meeting was called to order at 7:32am.

Dugouts at Chickering Field – Chris gave a brief history of the dugouts at Chickering Field. Michael Gilio and John Forman presented at the last PR meeting on installing dugouts at Chickering Field. Per the request of the police chief, the dugout would be open and visible from all sides. The plans were distributed and reviewed by the Commission.

Michael Gilio received an estimate of \$12,000 from Higgins to complete the project. Dave MacTavish is waiting for guidance from the town in terms for the procurement process.

Jim Dawley asked that the dugout be grounded. Chris explained that the dugouts would not be considered lighting shelter in inclement weather by the standards set by the National Weather Service. The dugouts would be open and even if grounded would not qualify for lighting shelter.

The Park and Recreation Commission voted 5-0 to move ahead with the process.

Update on Capital Budget – Dave and Mark met with Gordan Kinder of the Capital Budget Committee to go over the items for FY17. Dave mentioned that decision needs to be made on whether to trade in the tractor or keep it for an emergency. Chris added that Capital Budget would like the Park and Recreation Commission to make the decision on whether to keep the tractor or not. The quote for the trade in value was \$4500; however, it would be adjusted for the condition of the tractor at the time of trade in.

The Park and Recreation Commission voted 5-0 to trade in the machine.

Update on the Warrant Committee – Chris and Mark attended the Warrant Committee meeting in January to present the Park and Recreation budget. The budget was level except for the increase in grounds maintenance for the Springdale Property. The increase was \$1750 to account for the time and man power to maintain the Springdale Property per the request of the town.

STS Update – Dave met with Ben from STS (Sports Turf Specialties) to talk about the plan for the maintenance for the fields. They continue to work on the long range plan for the fields and trying to get Caryl Park up to the level of the Chickering Fields.

Dave mentioned the possibility of exploring for additional water and potential well at Caryl Park.

Spring Brochure – Mark mentioned that the Spring/Summer Brochure is complete and has been sent to the printer. He anticipates the brochure to be mailed out to the residents by the end of February.

Jim Dawley asked about offset printing vs. digital printing. Mark will look into the printing options for future brochures.

Acceptance of Minutes – The November 24th Meeting Minutes were approved 5-0.

Items for next meeting -

Chris asked for the P&R staff to create a meeting calendar for the year. Mark will present it at the next meeting.

Val asked to put the Dover Greenway on the next meeting agenda in April.

The meeting was adjourned 8:54am

Respectfully submitted,

Mark Ghiloni