TOWN OF DEDHAM

***Parks & Recreation Department***



*Robert Stanley*

*Director*

*Debra Anderson*

*Assistant & Program Director*

*Tracey White*

*Administrative Assistant*

*Dedham Recreation Center*

*269 Common Street*

*781-751-9250*

*Anthony Mucciaccio Pool*

*1 Recreation Road*

*781-461-5991*

July 13, 2020

Virtual Meeting

Present:

Jonathon Briggs - Chairman Absent:

Tye Donahue – Vice Chairman Tracey White-Administrative Admin.

Lisa Moran

Alix O’Connell

Chuck Dello Iacono

Robert Stanley – Director

Debra Anderson – Asst. Director

Chairman Briggs opened the meeting by reading the Governors statement that needs to be read regarding virtual meetings:

***Due to the ongoing COVID-19 Pandemic and State of Emergency, on March 12, 2020, Governor Baker issued an Executive Order Temporarily Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A sec. 20. Pursuant to the Order, public bodies are temporarily relieved from the Open Meeting Law’s requirement that meetings be held in public places, open and physically accessible to the public, so long as measures are taken to ensure public access to the bodies' deliberations "through adequate, alternative means."***

Chairman Briggs asked for a roll call voted attendance

Tye Donahue- Present

Lisa Moran - Present

Chuck Dllo Iacono -Present

Alix O’Connell -Present

Chairman Briggs welcomed newest member Alix O’Connell, who thanked all who reached all who called and offered to assist her on the Board

Tye Donahue was nominated for the position of Chairman by Chuck Dello Iaconno, and a second by Lisa Moran

Roll call vote

Lisa Moran - yes
Chuck Dello Iaconno - yes

Alix O’Connell - yes

Jon Briggs- yes

Tye Donahue - yes

Lisa Moran thanked Jon Briggs for his year of service as the Chairman, during a crazy year

Jon Briggs thanked everyone on the Board while he was Chairman

Chuck Dello Iaconno congratulated Jon Briggs on a job well done during a crazy year, and congratuled to Tye Donahue on being named Chairman

Tye Donahue thanked everyone for their votes

Lisa Moran was nominatioed as Vice Chair by Chuck Dello Iaconno, with a second by Jon Briggs

Roll call vote:

Lisa Moran - yes

Chuck Dello iaconno - yes

Jon Briggs - yes
Alix O’Connell - yes

Tye Donahue - yes

Lisa Moran nominated Chuck Dello Iaconno as the Secretary, Jon Briggs seconded the motion

Lisa Moran voted – yes
Jonathon Briggs – yes

Alix O’Connell – yes

Chuck Dello Iaconno - yes

Tye Donahue gave congratulations to all, and looking forward to working together with all, to continue all of the work that has been ongoing over the past few years

**PUBLIC COMMENT**

None

**DPW Director, proposed bio-retention area at Memorial Park**

Department of Public Works Director, Joe Flanagan stated that he was in front of the Commissioners to discuss the Complete Street Program for Sidewalks, this project will be from Route One to East Street at the Fairbanks House, it will eliminate parking spaces near the tank at the American Legion, there will be a feature island for drainage, as the ground water is high on Eastern Avenue, the DEP would like to place at Memorial Parking lot side, plantings that will be at the front of the parking lot at Memorial to remove catch basin and make a swale, Water will collect there and seep into the ground where there will be pipes, Will be better going into the stream

Tye Donahue opened to the Commisioners for questions

Commissioner Dello Iaconno thanked Mr. Flanagan for working on this as it has been a long time coming for improvements on that street

Mr. Flanagan stated that it has been along time coming and a new crosswalk at the American Legion with flashers on it leading to Memorial Park it will be a huge safety feature

Commissioner Moran asked when the construction start would

Mr. Flanagan stated they wanted to do it this year, hopefully it can be done this year if approval is given tonight, then they will go before the Conservation Board next Thursday night and then DEP hearing. Hopefully, late August to early September, the work would begin. There is $400,000 from the State, that is what we are working with, DEP has required us to do some improvements that Dep is requiring us to do. The project will go over that amount, and will have to be absorbed by the DPW, Its too important of work to not do. We met with DEP virtually, hopefully the state will roll the money over to this year.

Commissioner Moran asked how long the project will take to complete

Director Flanagan stated that it would take about two months to complete

Commissioner O’Connell asked what the best way for the public to access the plans, to see pictures of what it will look like, as she has looked online and cannot seem to find it

Mr. Flanagan answered that he could send a copy of the plans, it is not on the website yet, as it hasn’t been

Commissioner O’Connell asked to let her know where to access in case anyone asked her about it, she can point them in the proper

Commissioner Moran asked if it was not up yet, as it hasn’t been approved

Mr. Flanagan stated that they did not want to post anything that hasn’t been approved

Commissioner Briggs asked if that area of the parking lot will still be able to be accessed during construction

Mr. Flanagan stated that it would be done in the winter if necessary

Commissioner Briggs asked if it would prevent people from accessing the parking lot

Mr. Flanagan stated no

Chairman Donahue stated it was a great project, that Director Stanley and Director Flanagan had a great relationship and keep in contact with each other when the project starts and during the process.

Chairman Donahue asked for a motion to approve the Bio Retention area at Memorial park, as plans are presented

Commissioner Dello Iaconno made a motion to approve the Bio Retention area at Memorial Park

Commissioner Briggs made a second to the motion

Roll call vote

Commissioner Moran voted yes

Commissioner Dello Iaconno voted yes

Commissioner Briggs voted yes

Commissioner O’Connell voted yes

Chairman Donahue voted yes

Director Flanagan congratulated Commissioner O’Connell on winning a seat on the Parks & Recreation Commission

**PERMITS**

Chairman Donahue questioned the field permits that were emailed from the Administrative Assistant ,

Director Stanley stated that it was a Summary of changing permit field assignments

Moran stated it was a Summary of what was discussed and voted on at the last meeting

Commissioner Moran stated since field assignments have been changing daily these are Tracey’s up to date schedules

Commissioner Briggs stated this was not the norm to have permits change once permits were assigned

Director Stanley stated that permits are changing daily, Soccer gave back dates, as they cannot start yet, so many requests & changes more than any other summer

Stated he is working with Dave Flynn the HS Football Coach who wants to do a small clinics at Memorial Field

Chairman Donahue thanked Tracey for sending the schedules

**MINUTES**

Commissioner Dello Iaconno had adjustments for May & June, so will email them to Tracey White, the Administrative Assistants and BCC all Commissioners so that they know what they are

Commissioner Moran stated once they are done, all approved, but are not official to put online until they are physically signed and returned to Administrative Assistant

Commissioner O’Connell asked what needed to be resolved in the minutes

Chairman Donahue answered if there are errors or omissions, then they need to be corrected before they are approved

Chairman Donahue asked for a motion to table the minutes of May 11, 2020 & June 8, 2020 until adjustments can be made and sent to us before the next meeting

Commissioner Dello Iaconno so moved the Motion

Commissioner Briggs made a second to the Motion

Roll Call Vote

Commissioner Moran voted yes

Commissioner Dello Iaconno voted yes

Commissioner Briggs voted yes

Commissioner O’Connell abstained from the vote

Director Stanley stated that he will get them signed from Commissioner Moran

**DIRECTORS REPORT**

* Fin Comm meeting was at 5:00pm, it went ok, level funding our budget,
* It was strong recommendation of the former Finance Director that the Assistant Parks & Recreation Director position be fully funding through the general fund, the Town manager Leon Goodwin agreed. Stated that it wasn’t known if it will be resolved this year, we will have Covid-19 savings from summer costs, we are not using town funds and a good portion will be taken at the end of the year or taken at this time, in other words not to put it our budget, to put it toward the Assistant Director salary for this year and that gives us the next 8-9 months to discuss whether we fully fund the position ,whether we should or could do it, and whether we fully fund the position going forward. Assuming it will be funded this year, I have no idea what the revolving fund is going to do this year, we have already wiped our income from the pool, Swim lessons etc hoping we are going to run 80-90 % of our fall programs, that was major part of our discussion on how we fund our revolving fund and that position
* there was a bit of dissention from one or two members
* May have to go back eight years, when we had to show all our reports and benchmark against other towns and how they support the recreation department, most are just Recreation and we have both Parks and Recreation Departments and believes that warrants two positions from the general fund
* Discussed our capitol budget, thanked facilities Director Denise Moroney
* HVAC at Capitol Expenditure meeting in February, the project was thought to be between $250,000 & $500, 000 and that was approved, theengineer has come back a lot higher at $750, 000 for the whole HVAC project, the want to put in new duct work, in the ceiling for ventilation, it not the best way we have it. Would rather have airflow from the side of the pool, not the ceiling. The extra money will assist with the stability of the pool and the infrastructure and rust, everything in the walls and steel, it will offset, it is an investment in the future of the pool. I trust the facilities Director & the engineers that came in and inspected the pool.
* Issues will be funding and timing, if we get funding right away it is about 8-9weeks lead time which brings it is about the end of October , wanted it done about the end of October, because the windows will be done during September & October, if we are not starting until November that would wipe out our Clipper swim team and HS swim teams, it is critical, if this won’t be done by November 1st, I might request that it doesn’t start until March, the Winter and summer are the busiest time for the poolMarch and April are a bit of down time at the pool.
* Dolan Center needs roof repairs at the cost of $410,000 over the gym area, hopefully that will be resolved
* The facilities Director put those two things as her number one and two things for the town, and I thank her very much, it is such a high priority
* We have a truck on there for Finance Committee, I tried to give a bit back, it takes about three months to get the truck, so we won’t have it for this season, if they want to put truck on November Town Meeting then that will work, if we order and then will have for the spring.

Commissioner O’Connell asked if there will be structural inadequacies, does the engineer have concerns if the pool work is put off until the spring

Director Stanley answered No, though he hasn’t asked that question yet, it is a long term thing, it will be on ground, no longer on the pool roof, the heating is working, the cooling is the issue, if the pool had been open this summer, we would have had to spend $50, 000 on a temporary cooling unit, that was a cost that we didn’t have to spend

Commissioner Moran stated that we cannot cancel Clippers, in the Winter

Director Stanley stated he has been involved with the Clippers since 1974, and does want Clippers cancelled

Commissioner Moran stated that the kids are really missing the Clippers this summer

Director Stanley stated he will make every effort to get it done in the spring

Commissioner Briggs stated that we need to have the Clippers, however we need them more to be breathing fresh air

Commissioner Briggs stated he needed to go back to Assistant Director position, it has bothered me for the three years I have been here, it is wrong, let me know when it will be coming up at Finance Committee again, I would like to be there to voice my support when your Assistant was cut, there was no input from anyone, it was done by a former Town Manager, when a new Director was hired the Assistant was cut, it made no sense, it was ridiculous, we need to correct the problem, if the Finance Committee are going to make you justify a position, it was already a position, it was very shifty of a former Town Manager, and I want to be part of the discussion

Director stated that he was in the position for two days and was told that there would be no Assistant Director position, it may have made a decision whether to take the position or not, if I knew I would be doing two jobs, it seemed unfair, they have never justified taking the position away

Commissioner O’Connell stated that she would be happy to help with benchmarking, stated she can do research

Director Stanley thanked Commissioner O’Connell and stated that he had the information from ten years ago, and some are just parks or just recreation departments that have twice the staff some less part, it is difficult to run a $1.3 million dollar budget with the amount of staff we have

Commissioner Briggs stated when the benchmarking was coming in and it was surprise to see how fortunate we are to work with what we have, and then the benchmarking no longer important

Director Stanley stated that it will be a topic of discussion with Finance Committee and before town meeting should take our savings due to Covid-19 cancelling summer programs and put in to the Assistant Director salary

Commissioner Moran asked what the savings of not running our summer programs, we have already returned money so in essence it is zero?

Director Stanley answered that the revolving fund is money coming in and then going out, the ultimate goal is for each program to be self-sufficient, so when there is no income at swim & gym we have to take $50, 000 from that for the salary of the Assistant Director.

The free playgrounds are completely funded by the town for three or four employees at each park, it is about $47,000 – $50,000 that is not being used this year, so it goes back to the town we

are asking for that money to pay for the Assistant Director

We have new programs that sometimes lose money at the beginning; however we have to try them. The Clippers used to lose money, now it is well established and fully self-supportive

Commissioner Moran asked is the $47,000 was an accurate number for the salaries

Director Stanley stated that he took average hours and average salary, and playground director and $8,000. for the buses

* Director Stanley stated Parks Dept. were able to open our baseball & softball fields
* Hopefully, soccer will be able to play soon.
* Rentals have been doing pretty well, we have some programs renting the Dolan Center field (Sugrue) during the day from 9:30 am to 1:30 pm
* Tracey has been doing all the scheduling that is changing daily and that money generated will be going right into the revolving account
* I have been going to the fields to ensure things are going well, adults are not allowed to have spectators, the young players are only allowed to have one spectator and that is not always the case, sometimes you give an inch they take a mile

Commissioner Moran asked if the coaches know the regulations

Director Stanley answered that all the coaches have been notified, and he has even sat in on some of the virtual meetings

Legion baseball team has stricter rules than what the state is asking for

Director Stanley stated that news outlets had been at the fields to see how it was going, he hopes that they are all being vigilant and following the rules

Parks conditions are well

* Rustcraft pump is not functioning, the drilling company will be coming this week

10 years ago, we put in wells, Churchill, Memorial, Condon pumps all work great, Rustcraft has always been an issue, look at the fence and building they are rusted from the water, it costs about $3,000. To $4,000 a year for town water, if you add what we spend on pumps and sprinkler heads and such, it is worth discussing, to go with Town Water it has been ten years of struggling

* We have three seasonal parks employees, with the hiring freeze that was all that we were allowed
* It is tough for us to get to the school fields, but we are trying to get them

Commissioner Dello Iaconno stated that regarding the wells, and the pool field has great dealings with town water, it is just not working at Rustcraft, we did try to stay off town water for ten years

Director Stanley stated the issue is when there is a water ban, I think town water is the way to go, I wish there was a hybrid system to use Town water and then if there was a ban we could use well water

Hopefully the drilling company will come this week, though it is about three hours just to pull up the pump as it is 700 feet in the ground, and then to do the repairs and takes about three hours to three to four to put back into the ground as it is a big job

Chairman Donahue asked for a motion to accept the Directors Report

Commissioner Dello Iaconno made a Motion to accept the Directors Report

Commissioner Briggs made a second to the motion

Commissioner Moran voted yes

Commissioner O’Connell voted yes

Commissioner Dello Iaconno voted yes

Commissioner Briggs voted yes

Chairman Donahue voted yes

**Assistant Directors Report**

* Been meeting with some staff to run some summer programs
* Meetings with Board of Health
* July 20th will start karate program, six are signed up as of Friday
* Yoga in the park, waiting for Human Resources to complete the hiring process
* Mini programs at the parks
* Online programs

Commissioner Moran asked if there was anything with tennis

Assistant Director Anderson stated no

Commissioner Moran asked about painting rocks and putting them around town trails or parks

Assistant Director Anderson stated they are working on an arts in the parks program

Commissioner Briggs asked what those programs will look like

Assistant Director Anderson stated we can 10 participants with two staff, they still have to social distance and sign up online in advance

Scheduled program will need sign a waiver and can’t have been exposed or have any systems of Covid-19, if so, they cannot attend

Commissioner Briggs asked about Nature in the park

Zoom with kids and then go to the parks

Commissioner Moran asked when will these programs start

Assistant Director Anderson answered 7/20/2020,

Commissioner Moran asked what field for Yoga and it was answered at Memorial from 9-10am

Commissioner O’Connell asked what other programs can you register, other than karate

Commissioner Briggs stated that as far as process wise, are waiting for HR or Town Manager to approve staff, due to hiring freeze

Commissioner Moran asked if the YMCA has been having a camp at the Dolan Center

Commissioner Stanley stated that the YMCA has an all-day program, we have been working with them for three weeks, program started today, it is 9:00 am - 4:30 am a tent has been set up, they use outside, rain will be indoor they used to use the pool, and now cannot, they had Covid-19 training better than us, they have 60 kids

Commissioner Moran asked if it is a partnership are, we making money on this? Or are they paying us?

Director Stanley stated that the goal was to offer service for Dedham residents, any charges would be passed on to Dedham residents, so there is no charge to the YMCA

Commissioner Moran stated that she is happy that there are programs for children, asked why we aren’t having programs.

Director Stanley stated the YMCA had already had this set up, as far as training due to all year staff, we run our programs at an affordable price, it would have been a huge cost to us, they had so much already in place, it was a lot of back & forth. We just did not have the resources, they are offering the same service to Dedham residents,

Commissioner O’Connell asked if the registration was through YMCA or Recreation

Director Stanley answered that it was through the YMCA and had stated with them that 90% had to be Dedham residents, they saved spots for the residents of Dedham

Commissioner Moran asked when did this start

Director Stanley ansered today

Commissioner O’Connell asked how long the program is the program would run

Director Stanley answered about 8 weeks

Commissioner Briggs stated this is a partnership that the town has had for years, the YMCA has had this program at the schools, and now the schools are closed

Chairman Donahue stated that it is great that we can help, especially since hands are tied due to Covid-19, since we don’t have a handbook on how to handle this situation

Director Stanley stated that we could have charged the YMCA, however then that we be just make the participants pay more

Motion to accept the Assistant Directors Report

Commissioner Moran made a motion to accept the report

Commissioner Briggs made a second to the motion

Commissioner Moran voted yes

Commissioner O’Connell voted yes

Commissioner Dello Iacono voted yes

Commissioner Briggs voted yes

Chairman Donahue voted yes

**OLD BUSINESS**

Chuck Dello Iaconno was wondering about Sub Committees

Chairman Donahue answered that he was going to speak to Tracey about which sub Committees we needed representatives for

Chairman Donahue answered that it will be on Agenda next meeting

NEW BUSINESS

Commissioner Moran stated that the family of Maria McDonough would like to donate a tree in name, they will pay for moving

Chairman Donahue stated that maybe they would need to seek approval to plant a tree

Director Stanley stated there is a tree dedicated near boat launch, family that donated

Commissioner O’Connell offered to speak to Civic pride

Commissioner Briggs stated that possibly have Joe Flanagan help out, we would decide where it would be placed

Chuck Dello Iaconno stated that if it were on Park property the Board would vote o it

Commissioner Moran asked what next steps would be taken from here

Chairman Donahue answered for the family to reach out to the Director to work out the details

Commissioner Briggs asked from Mrs. Duncan to have a kayak storage area near a launch,

The Dedham Boat Club, if there was a storage area they would more inclined to join a program, we had a conversation with LL Bean at one time. Commissioner O’Connell stated she would be happy to assist with such a program and could reach out to Mrs Duncan.

Commissioner Moran asked were would another storage be placed at the Dolan Center

Commissioner Briggs stated possibly on the grass area

Mrs. Moran stated that it was great to see baseball happening, at the Dolan Center, however parking is an issue, possibly have picnic tables moved

J. Briggs asked if we could possibly speak to coaches

Director Stanley stated we are only supposed to have two issue happening at the same time, at one time we were closing the Dog Park at 3:00pm

Mrs. Moran asked how to notify people that use the Dog Park

Director Stanley stated that he has emails of Dog Park Key Holders

C. Dello Iaconno stated that it will find its own groove

Director Stanley stated that if there are twenty-four players for both teams then there should

only be that many cars or spectators

1. O’Connell asked if all the coaches were aware of the rules

Director Stanley stated they should be following the State Covid-19 guidelines

Commissioner Moran thanked Jim Maher for his eighteen years of service as a Commissioner

Chairman Donahue asked for a motion to adjourn the meeting

Commissioner Dello Iaconno made a motion to adjourn, with a second by Commissioner Moran

Roll Call Vote

Commissioner Moran voted yes

Commissioner O’Connell voted yes

Commissioner Dello Iaconno voted yes

Commissioner Briggs voted yes

Chairman Donahue voted yes and congratulated Commissioner O’Connell on the election and welcomed her aboard