



TOWN OF LINCOLN

Middlesex County...Massachusetts
PARKS & RECREATION DEPARTMENT

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Parks and Recreation Committee

Minutes For Meeting held on September 21st, 2020 at 7 PM

Virtual Meeting Pursuant to Governor Baker's March 12,2020 Order Suspending Certain Provisions of Open Meeting Law

Present: Sarah Chester, Chris Fasciano (minutes), Margit Griffith, John MacLachlan, Ani Spieth and Rob Stringer

Absent: None

Staff: David Sequeira and Laurie Dumont

Guests: Dan Pereira (public), Kim Bodnar, Becky McFall and Tara Mitchell (School Building Committee (SBC))

The meeting was called to order by the Chair with roll call and review of virtual meeting guidelines.

Decisions Part 1:

Capital Planning FY22 Discussion: The committee discussed the possibility of applying for a Town Office Field Drainage Study as part of the Town's FY22 budget cycle. The department is anticipating receiving a quote by Thursday and the deadline to apply is Friday. The committee also discussed the entirety of the future capital project list for completeness.

Following the discussion, Chris moved and Margit seconded a motion to give David discretion to apply for the Town Office Field Drainage Study project pending the quote from Stantec. The application will be made to both the Capital Committee and the Community Preservation Committee (CPC). The motion was approved unanimously by roll call vote: Sarah Chester yes, Margit Griffith yes, John MacLachlan yes, Ani Spieth yes, Rob Stringer yes, and Chris Fasciano yes.

Facilities Part 1:

Playground Restoration Discussion: The committee was joined by Kim Bodnar, Becky McFall and Tara Mitchell from the SBC to discuss a potential application to the CPC for restoring 100% of the Green and Pre-K playground equipment to the school renovation project as they were cut as part of the last value engineering decisions made in February. Chris recused himself from the discussion given his dual roles as chair of the Parks & Recreation Committee (PRC) and the SBC.

Kim walked through the history of the SBC's value engineering efforts. Drawings of the Pre-K and Green playground were shown contrasting what is in the project currently and what

was in the design before value engineering. The scope was reduced by 50% due to value engineering decisions. The initial additional funds asked for will amount to \$159,158 based on 2020 pricing. This number could escalate slightly given the timing of when funds would be available. Kim asked for the support of the PRC for the CPC application which will be made by the School Committee.

Ani asked about the impact on the Parks & Recreation Department (PRD) of supporting the project. There would be a slight increase to the maintenance cost of engineered wood fiber annually compared to what is done today based on an increased square footage.

Following the discussion, Margit moved and Rob seconded a motion to have the PRC support the SC's application to the CPC for funding for additional playground equipment. A roll call vote followed: Sarah Chester yes, Margit Griffith yes, John MacLachlan yes, Ani Spieth yes, and Rob Stringer yes. Chris Fasciano abstained.

Other Topics: Committee Appointments Part 1:

Doug Carson, PRC's representative to the Bicycle and Pedestrian Advisory Committee (BPAC), joined the meeting to update the committee on BPAC's projects and priorities. BPAC is currently working on updating their Master Plan and are focused on a project to improve the experience for vulnerable road users (VRUs). BPAC has decided to pursue a pilot program on Baker Bridge Road. The project would use advisory shoulders which are popular in Europe. They consist of two big shoulders and one center lane for cars. BPAC has presented the proposal to the Road & Traffic Committee (RTC) once and is refining the plan based on feedback before returning to RTC. The project would be along all of Baker Bridge Road. The road does have some pinch points and blind curves that are being worked through now as part of the ongoing plan revisions.

Decisions Part 2:

Director Hiring Process: The committee returned to the previously skipped agenda items and discussed the timing of a search for the open Director's job. Based on the current situation and uncertainty around the department's programming going forward, David, Laurie and Dan proposed and recommended deferring the hiring process until there is more clarity on future programming. Discussion ensued on the timing and what will determine how we move forward. The committee decided to move forward with deferring the search, and revisiting it monthly beginning in January.

Facilities Part 2:

Codman Pool: The end of season closing in progress. It has been challenging to get folks up to the pool to close due to the construction project.

Tennis Courts: The goal is to push the season out as long as possible due to it being an acceptable outdoor activity. John spoke about possibly extending the season into December.

Normally the courts are closed by Thanksgiving. The key issue is to be able to pull up the lines before the ground freezes.

Athletics Fields and Parks: Early cold weather has helped with EEE. David is continuing to monitor the situation but an early frost would solve the problem.

Waiting for the tank to come in for Codman. No firm date yet but with the field off line timing isn't an issue. The tank is expected in the next 2-3 weeks and then will take 1-2 weeks to do the work.

Sports Court: The court is still slanted off of the original location. No response has yet been received from the installer or the manufacturer.

Smith Gym: One half of the gym is being used as storage and the library. The other half is being used as the cafeteria. Programming in Smith Gym is sounding like it is off the table for the foreseeable future.

A Pod: One end is being used a classroom by the schools. B Pod is off line for storage.

Programming:

Fall Programming: The Fall brochure is out and registration opened on the 16th. The brochure is smaller due to less programming but also in an attempt eliminate the extra content to save on printing costs. There are 16 offerings for the Fall and registration has gone reasonably well. Some programs will need an extra marketing push. The programs are broad based across adults, school age and Pre-K offerings.

Tri-Town Basketball: David is reaching out to other towns. Sudbury will have no travel and is doing only in-town. Maynard is also doing just in-town. Weston hasn't yet heard from the schools about the use of facilities for the season. We haven't heard from Wayland yet. Lincoln doesn't have a court potentially. David is looking at alternatives so Lincoln kids can continue to play basketball if they want.

Public Events:

Trunk or Treat: is currently scheduled to run at St. Anne's church. Other locations such as Pierce Park and the Donelan's parking lot weren't conducive to hosting the event. St. Anne's volunteered to do so. It will be on October 31st as a drive through concept. There will be slots for 18 trunks, people will sign up for times to come through and no one will need to get out of their cars.

5th Annual Lincoln Art Show: This event is off the table for the Fall due to space restrictions. Celebrations Budget Review: The committee reviewed the budget and results. FY20 includes the fireworks event in 2019 as the year begins on July 1st.

Finances: The department recovered 46.88% of its costs due to the impact of Covid- 19. The FY20 year over year cost to the Town was \$470,260.78 compared to \$238,918.34 in the previous year.

Other Topics: Committee Appointments Part 2:

SBC: Chris gave a quick update on the school renovation project. It continues to progress on schedule. Through the generosity of the community, most of the items not funded at the June 13th Town Meeting have been added back to the project. Alternative funding options continue to be looked at for the remaining items. The one exception is FF&E

CPC: John agreed to serve as PRC's representative for the coming year.

Minutes: Margit moved and Chris seconded a motion to approve the minutes from the August 17th meeting. A roll call vote followed: Sarah Chester yes, Margit Griffith yes, John MacLachlan yes, Ani Spieth yes, Rob Springer yes, and Chris Fasciano yes.

Next Virtual Meetings: October 19th , November 16th and December 21st.