

## **Parks and Recreation Committee**

### **Minutes For Meeting held on March 22nd, 2021 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:** Jessica Downing, David Sequeira and Laurie Dumont

**Guests:** Joe Columbo, Sarah Costa, and Erin Dotson (Camp Directors), Doug Carson and Ginger Reiner (Bicycle & Pedestrian Advisory Committee (BPAC)), and Dan Pereira (public),

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

#### **Decisions Part 1:**

The committee was joined by the Summer Camp Directors to walk through their plans for the upcoming camp. The directors walked through their slide presentation. For the K-5 groups the highlights are: there will be two three-week sessions with a week off in between sessions, camp groups will remain exclusive cohorts and include no more than 19 campers, 1 counselor and 1 assistant counselor, and campers must be masked when they are closer than 6 feet and during unmasked times will need to be at least 6 feet apart.

The plan is to run Extended Day until 5 PM. Anyone that signs up for Extended Day will be placed in the same camp cohort.

The Directors walked through staff hiring plans and the layout of the camp on campus based on current State guidelines which are from last summer. There is a likelihood that these guidelines will be updated prior to the camp year. There were some questions about the impact of tents on Codman Field and the impact on its ability to be used for softball and baseball over the summer.

Current registrations don't include METCO students or financial aid candidates.

There is uncertainty around camp for middle school students. New State guidelines will be needed to get a clearer picture in terms of ability to run travel programs. The current State guidelines from last summer make trips challenging as not interacting with the public is hard for outdoor trips like State Parks, etc. and indoor trips where camp would be the only group are possible but being indoors isn't great and groups less than 25 might be hard to book.

Because of the uncertainty, 6<sup>th</sup> grade was dropped down to be included in the Pathfinders camp. If middle school camp can be run it will be as one Trailbreaker cohort for 7<sup>th</sup>-9<sup>th</sup> graders. If it is run then it

would have to be at a site other than campus due to limited space. Town Hall would most likely be the location.

Finally, if Camp can't be run then Camptivities would likely be run again as middle school students were some of the biggest users of the program last year. A decision would most likely need to be made for what direction to go in by late April or early May.

#### **Other Topics: Committee Appointments Part 1:**

BPAC: Doug Carson updated the committee on the plans for an advisory shoulder on Farrar Road. The project is moving into design phase. The hope is to have finalized plans in April with a rollout in June. Doug then turned the presentation over to Ginger Reiner.

Ginger walked the committee through the plans for Walk, Bike and Roll to School Week which was included in the Director's Report. The event is being planned by a committee including BPAC representatives and school parents. It is a week-long event this year occurring from May 3<sup>rd</sup> to May 7<sup>th</sup> which is in line with the State's Walk, Bike and Roll to School week. On Sunday May 2<sup>nd</sup> a bike check-up event is planned at Town Hall with volunteers and a representative from Wheelworks.

Each student that participates will receive a rubber bracelet for each day they participate. At the end of the week, each student that displays a minimum number of bracelets will receive a prize. Remote students and students that live outside of Lincoln also have ways to participate and the committee is contemplating how to include Hanscom.

The items needed to run the event include \$80 worth of rubber bracelets, \$300 for 150 water bottles, \$50 for signs and chalk, \$100 for tokens for all participants. The total is \$530. Ginger asked if the committee would be interested in underwriting the event from the Celebrations budget.

David mentioned that we would need to check the balance in the Celebrations budget as it has been the funding source for the rink project. Chris asked for confirmation that the Celebrations budget was used to fund the town wide scavenger hunt which occurred over the holidays. David confirmed it was. The committee decided they would discuss it once the balance in the Celebrations budget was determined.

#### **Decisions Part 2:**

The school let Jessica and David know that the current plans for installing solar panels in the Brooks parking lot would impact both the Sports Court and Blue Playground. Jessica walked the committee through the design drawings showing that the new fence line would result in two elements of the playground needing to be relocated and the location of the solar panels would hang over the basket on the Sports Court making it unusable. The moving of the fence line would occur over April vacation when the parking lot is paved and the solar panels would be installed a year later. The current options are limited by the proximity of the wetlands. Options include reducing the Sports Court to a half court or potentially having to choose between the two elements and relocate one of them or working with the Conservation Department to relocate with limited impact to the wetlands. Jessica is having a

walk through on Wednesday morning with the design team and our playground consultant to see what the options might be and come up with a plan to move forward. Margit will attend and Jessica will reach out to Michele Grzenda, Conservation Director, to see if she can attend.

### **Facilities:**

Ice Rink: It was a successful season. It saw a lot of use. Next year the sub-committee would like to find a way to make the rink bigger and have nighttime skating. The committee thanked Rob for all his hard work in making it happen.

Tennis Courts: RFP is out for maintenance and repair of the courts.

David mentioned that Wayland could potentially be interested in using our courts for their home meets. They would be looking at 6-7 weeks in a prime court time slot. The committee discussed the issue and said if a request came in that priority should go to residents and members not renting to an outside group.

Playgrounds: No other issues than the one previously discussed.

Athletics Fields and Parks: The irrigation work on Codman field is happening and testing and ramp up of system should occur in April.

Fields are still closed except for Paddock which is being used by the school for recess. TruGreen will do their normal work to prepare the fields. Expected opening would occur in mid-April.

Byrnes will do their normal work on the baseball diamonds.

### **Programming:**

Swim Team: Sent an email out to any 2019 swimmers to see if they were interested in an intra-squad (Codman only) season. Will have meets as normal and will look to do fun things such as an Orange team versus a Blue team.

Spring/Summer: Registration opens on March 24<sup>th</sup>. The brochure will be delivered in the next day or two.

Public Events: Winter Carnival Recap: The weather didn't help with outdoor events. The scavenger hunt went well. The chess tournament was successful. Two tournaments were run based on skill level. There were 10-15 players in each group. Several snow sculptures were received and prizes are now being determined.

Patriots Day: Currently unknown if the Minuteman are planning anything. Jessica will reach out to them.

Memorial Day: Program is being put together. Jessica is meeting with Adam Hogue at the end of the week.

**Finances:** Through January 31<sup>st</sup>, year over year financial comparisons continue to be down due to the impact of Covid and reduced registrations. Margit volunteered to sign the turnover sheets on Wednesday morning when she is on campus.

Chris followed up to make sure that the committee would review the Celebrations budget and address BPAC's request for funding. Ani mentioned that with the next PRC meeting being April 26<sup>th</sup> it didn't seem like enough time for the planning group to purchase the items and asked if the funding could be approved contingent on there being enough money in the Celebrations budget. Margit moved that PRC will fund up to the fully requested amount of \$530 contingent on the budget having enough money in it and adjusting for any donations from other organizations. Rob seconded. A roll call vote followed: Sarah Chester yes, Margit Griffith yes, John MacLachlan yes, Ani Spieth yes, Rob Springer yes, and Chris Fasciano yes.

**Other Topics: Committee Appointments Part 2:**

Committee Seat Update: Chris updated the committee that the Board of Selectmen were meeting at the same time and were expected to approve that Town committee seat terms would end on March 30<sup>th</sup>. They were also expected to appoint Sarah to Chris' open seat with a three-year term and appoint Rob Graves to the one year remaining on John's term. Following the election, the winner of the elected seat would need to contact Val Fox and be sworn in prior to the next meeting. At the April meeting, Parks & Rec would need to appoint a new Chairperson. At some point prior to the beginning of CPC's work next Fall the committee will need to appoint someone to serve as the Parks & Rec representative. Finally, someone should reach out to Doug to confirm that he will continue to represent Parks & Recreation on BPAC.

SBC: Chris gave a quick update on the school renovation project. It continues to progress on schedule.

CPC: John advised that the CPC Public Hearing is scheduled for March 25<sup>th</sup> and the Town Hall drainage study project looks to be in good shape.

**Open Committee Topics:** Rob mentioned that Lincoln Adult Co-ed softball is interested in Parks & Rec running the league. Jessica is meeting with Richard Card on Friday at 1:30. Rob will join them.

Rob also wondered if there was a possibility for Parks & Rec to run the Farmers Market. Dan will introduce Jessica to Moira Donnell.

**Minutes:** Margit moved and Rob seconded a motion to approve the minutes from the February 22<sup>nd</sup> 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 Meetings:** April 26<sup>th</sup>, May 24<sup>th</sup>, and June 21<sup>st</sup>.

Meeting was adjourned at 9:24 PM.