

1/11/2017 - Minutes

1. Open Meeting

6:27pm - Open Meeting starts In attendance: Tim Doyle, Nancy Archer, Alise Herrera. Brendan McNabb was unable to attend.

2. Review/Accept Minutes From Previous Meeting

Review and Accept Minutes from Previous Meetings. Minutes from December 5, 2016 meeting had been electronically submitted by Brendan McNabb and were reviewed and accepted by the Commissioners.

*** Agreement to take agenda items out of order, as Paula Terrasi was waiting. ***

3. New Items

3.1 Nancy reviewed new procedures for Public Records Requests with the Commissioners.

3.2 Nancy provided a request from Town Hall regarding tracking town monies paid to TransCanada for electricity costs. Discussion and agreement that Alise Herrera, as treasure, would submit this information to Town Hall.

3.3 Discussion about possible abatement to summer water and sewer bill because the amount of water that was expended for Summer Playground went directly back into the town fields ground and not through sewerage. Nancy will look into this.

3.4 There are two new classes starting in this term of Recreation programming – a photography class and a wellness class.

3.5 FinCom budget discussion is set for Thursday, 1/19 at 7:20pm. Nancy and Alise will attend.

4. Open Space And Recreation Plan

Open Space and Recreation Plan - Paula Terrasi joined the Commission to discuss the draft version of the "Open Space and Recreation Plan" which was submitted to the state, as well as each town department for review. Paula asked the Commission review the document again, provide any feedback and/or changes, and also submit a letter in support of the Plan for official filing with the state. Alise Herrera will work on finalizing the plan, and drafting a letter for the state filing.

5. Summer Playground - Survey

Nancy had the draft survey that Brendan had created to garner public input regarding the programming at Summer Playground. There was discussion of re-drafting of two questions. Nancy will work with Martin Cadek on getting this into "Survey Monkey" and then out publicly to town residents. We will discuss whatever results are in at the February meeting, and decide on the feasibility of running playground at that time. Alise Herrera submitted a Summer Playground revenue/expense summary to the Commission, but an error was found and the summary will be corrected prior to the next meeting.

6. Utility Cost And Upgrades - Jason Goldthwaite, Northeast LED Products

Due to the rescheduling of this meeting from 1/9/17, Jason Goldthwaite of Northeast LED Products was unable to join us. Jason will be invited to the February meeting.

7. Other Business

7.1 Discussion of the January 10th email from Mark Andrews regarding the Recreation Master Plan. Mark reminded the committee that the full amount of community donations needs to be deposited before the bid is submitted to COMMass. Nancy will send an update to the leagues. Mark also suggested that the Commission should create and/or update our policies and procedures for regular maintenance of the

town fields.

7.2 Continued discussion about the request from NM Youth Lacrosse to use multiple fields for a tourney at the end of June, Pepperell Soccer is claiming to need the days reserved as part of their agreement with their league for possible playoff needs. The Commission requests Paula Diccico from Pepperell Soccer come in to the February meeting to discuss. There was discussion about whether for this year (since it is late in date) that Lacrosse use the back of the baseball field and the Nissittissit field instead of the fields behind Varnum. Nancy will check with Lacrosse on the number of fields actually needed for the tourney.

7.3 Expansion at Bartleson fields – there was an email from the town lawyer, Ned Richardson, regarding the boundaries and expansion proposed by Pepperell Baseball. Tomorrow (1/12) there will be a meeting at Town Hall with Nancy, Mark Andrews, Paula Terrasi, and Ken Kalinowski to determine the Town's next steps.

8. Close Meeting

Discussion about considering the first Monday of each month the Commission's "standing" meeting day, with a 6pm start. That will enable us to be booked completely at Town Hall, and if we need to change the meeting it's a quick fix. Nancy had already checked with Brendan McNabb and he agreed, Tim Doyle and Alise Herrera also agreed.

Next Meeting – Monday, February 6, 2017 at 6pm

Meeting Closed – 7:28pm