

Harvard Parks & Recreation

Meeting Minutes

June 5, 2023

Attending; Mark Morin, Bob O'Shea, Colin Harte, Matt Benway, Marisa Steele, Sam Levine

Preamble & sound check

Steele motioned to approve minutes from 5/1/23, Benway 2nd., approved 4-0

PUBLIC COMMENT

- Colin talked about Eagle Scout project of building a set of stairs at Harvard Park to access track from parking lot.
- Colin to check requirements from building inspector
- Colin to follow up with board with finer details later.

COMMISSION UPDATES

- Rec. director position has been accepted by Anne McWaters and will begin on 8/28/23 after her prior commitments are finished this summer.

ROLES:

- Chair – create agendas for bi-monthly meetings and post with town clerk, budget planning, and submits town report annually.
- Treasurer – manages the bookkeeping of monies in and out of P&R. Creates warrants for bills and handles turnovers for income from fees collected.
- Scribe – takes the minutes for each meeting and posts them to the web site via the town clerk's office.
- Beach Liaison – interacts with beach staff and P&R
- Field Liaison – interacts with sports teams and P&R
- Benway requested to be beach liaison, will work with O'Shea to get up to speed.
- New rec. director to assume treasurer and scribe position.
- Levine to assume chair position
- Morin asks if rec. director will be the fifth person on the board, O'Shea noted that the board will still be five members plus the new rec. director. Meetings will still require three members for a quorum.
- Steele to accept liaison position to CPC

Morin updated P&R with outstanding money awards from 2022 CPC funding, Docks \$23, mooring/anchoring \$16.85, Playground \$10,352. All monies are on the books until 6/30/2025 then anything not used is returned to the CPC general fund.

Morin also noted that there needs to be a sub account created in CPC for P&R to accumulate fund requests for land acquisition. O'Shea to put request in with finance department for the creation of the account.

CivicRec contract runs out 6/25/2023. MyRec transition is going well

BEACH

- Staffing looks good up to twenty-nine kids on the books for this season.
- O'Shea addressed personnel board about local beaches and what they pay for lifeguards and the board approved an increase to our wage table for lifeguards.
- O'Shea suggested to allow nonresidents to access beach programs.
- O'Shea to post in the Press about lessons available at the beach.
- Beach upgrade looks good, Lucas Bala used honor society hours to paint new ADA bathroom
- Exterior of beach house still needs painting

Levine motioned to temporarily allow nonresidents to access all lessons at the beach for a fee of 50% more than resident fees., Morin 2nd, approved 5 – 0

FIELDS

- Four player benches have been delivered and assembled
- Seeding, loam, and composting are done on Lower Depot, irrigation head still not fixed.
- Steele spoke with Bragan about problems with DPW.
- Field assessment study to identify needs for field maintenance is still in review.
- Small section of upper depot still needs to be finished before 3 Seasons can bill us. Bill needs to be in before 6/30/2023
- ConsCom marked out wetlands at Ryan fields to allow DPW to weed whack area, still not done.
- HYBSA to pay for repairs to electric box at shed at Ryan land, P&R to pay for reinstallation of electric to new shed.
- Dugout covers have not been ordered yet
- 3 Seasons to repair crooked post at batting cages,
- MOU still not signed by Kilhart, TA to have discussion with Kilhart.

PLAYGROUND

- Picnic bench not ordered yet
- Levine talking with three different companies about repairs and drainage area to access playground
- O'Shea suggests outlining quotes for companies for all repairs needed

Steele motioned to adjourn, Levine 2nd, approved 5 – 0

Next meeting June 19, 2023

Respectfully submitted by,

Mark Morin
Commissioner