

**RECREATION MASTER PLAN STEERING COMMITTEE
MEETING MINUTES
JANUARY 25, 2019, 7:00 AM
WESTON COMMUNITY CENTER
20 ALPHABET LN., WESTON, MA 02493**

Members Present: Trevor MacDonald, Alex Cobb, Melissa Crocker, Kristin Barbieri, Michael McGrath, Ben Polimer, Christopher Fitzgerald, Charlie Hipwood

Members absent: Michelle Callanan, Peter Foley, Mark Ferris, John Power

The meeting commenced at 7:05 AM

Public Comments – None.

Minutes – The minutes from November 29, 2018 were reviewed and approved.

2018 Annual Report – The 2018 Annual Report (Attachment 1) was reviewed and approved for submittal to the Weston Annual Town Report 2018.

Vote: To submit the 2018 Annual Report for the Recreation Master Plan Steering Committee.

Motion: Mr. MacDonald, second: Ms. Crocker, all in favor – none opposed. Motion carries unanimously.

Master Plan Update

Various consultants from Weston and Sampson have met with Mr. Polimer and Mr. Fitzgerald on numerous occasions, they have seen all school fields and recreation fields, they have also been given extensive tours of all indoor gymnasiums, the Weston Memorial Pool and the Middle School pool. A pool specialist reviewed both pools inside and outside; an architect specializing in sport facilities viewed the gymnasiums in detail. Ample historical use and sport enrollment information had been gathered from the Weston Public Schools, the Red Waves Swim Team and the youth sport organizations in town and are now being included into analysis by Weston and Sampson. A timetable with future meetings, surveys etc. was discussed. Mr. Polimer would follow up to determine if a public meeting could take place in early February. Mr. Fitzgerald would follow up with the CPC Administrator to determine if that committee would entertain funding the \$10,000 balance to the original \$50,000 request in administrative funds from last fall.

Field and Grounds budget for FY 20 – Operating and Capital

Mr. Polimer presented his FY20 proposed budget (Attachment 2). Operating expenses comprised of a 3.6% increase, mostly because of an increase in fertilizer cost and irrigation maintenance (there is more irrigation to be maintained). Capital expenditures include an automatic spreader to help cut labor costs on fertilizing, also a new mower with greater mowing width and various attachments for the tractor.

Vote: To support the Field and Grounds budget as presented.

Motion – Mr. Cobb; Second – Ms. Barbieri, All in favor, none opposed. Motion carries unanimously.

Field items

Proctor bathroom and lighting access – Mr. Polimer noted that the school department has implemented a policy allowing access to lights and/or bathrooms at proctor during field reservations. This has been included in the current registration form, and the group representative will obtain a security card to be used during their reservation. Lights and bathroom access will also be limited by time as programmed during the request. The RMPSC discussed ideas on publishing this information, and ways to determine demand for lighting and access by the general public.

Field Scheduling Application Update – Mr. Fitzgerald noted that nothing different is happening in this area since the last discussion; there are electronic schedules in place for both Recreation and Schools. There was discussion about whether both could link to and talk to each other, or if a different software should be researched to have a central location for reservations and schedule viewing.

Updates on Proctor and Field 1 – Mr. Cobb noted that there are still small items that are being finalized with these projects, but that the fields are completed and in great shape.

Field Advertising Follow up – Ms. Crocker noted that the issue had been taken up with Recreation Commission and that they are looking into its permissibility and the amount of permissibility. They want to take into consideration the costs of maintenance that the groups are putting into the fields where advertising takes place, and how much is drawn in by advertising to help offset those costs. Also, streamlining how an advertisement could look, when and where it is allowed to be displayed, etc.

Field and Grounds Maintenance Update –

- Much of equipment maintenance work planned for the winter is completed.
- Among other things, the school and Recreation staff are working together to rehab an older mower.
- Stormwater cleaning has taken place.
- Safety inspections have been completed on all school vehicles.
- A sign design has been determined for the Case Campus and will be ordered and installed shortly.

Future Meetings

Next date if meetings stay on schedule is February 15. Mr. Fitzgerald to poll the Committee and see who can make that, considering it abuts February Vacation.

Meeting adjourned at 8:43 AM

Attachment 1: 2018 Annual Report

REPORT OF THE RECREATION MASTER PLAN STEERING COMMITTEE

The Recreation Master Plan Steering Committee (RMPSC) supported the School Committee in the completion of the Proctor Field conversion from natural turf to artificial turf, along with upgrades to lighting and a new track. The artificial turf on field one was also replaced with RMPSC support. Ongoing maintenance efforts have been very productive and the quality of natural turf conditions appear to be in generally good condition.

Below is a summary of the field maintenance budget and how it was used. Due to the success of these of increased efforts in fertilizing, aerating, and other maintenance practices, the field maintenance budget was increased substantially for FY '18 and we expect to see continued improvements on all fields.

Town Wide Field & Grounds Maintenance Budget				
Description	FY15	FY16	FY17	FY18
Aeration		6,359.00	14,000.00	28,000
Seeding		840.00	600.00	3,700
Field Treatments	4,738.72	3,185.48	23,220.00	58,000
Small equipment purchases	7,024.05	6,504.98	9,360.00	10,000
Irrigation maintenance		9,475.50	7,152.00	11,000
Small equipment maintenance				1,500
Seeding		9,756.00	5,764.00	15,000
Fertilizers		3,035.00	8,000.00	15,000
Pesticides		17,682.00	800.00	2,000
Soil Amendments		3,148.00	1,068.00	3,000
Testing		2,131.15	990.00	1,800
Soils/Mulch	4,976.06	2,712.10	1,765.00	4,000
Professional Development/Dues		247.50	330.00	1,000
Site Maintenance	11,030.50	836.69		2,000
Tree Maintenance				5,000
General Maintenance		5,099.60		1,000
Synthetic Maintenance		3,900.00	1,950.00	2,000
Total, Town Wide Fields & Grounds Maintenance	27,769.33	74,913.00	75,000.00	164,000

The high school tennis court repair project has been delayed and is expected to take place in 2019.

A project to explore the possibility of installing wells to be used for field irrigation was begun at the Middle School and High School field complex.

The Fields and Grounds Coordinator continues to bring together multiple departments for better overall turf and landscape conditions. This includes School Grounds, Recreation, and DPW.

In other work, the RMPSC began developing a new Master Plan to take a look at current and future town needs with regards to fields and indoor spaces such as gymnasiums and the Middle School Swimming Pool. A consultant was placed under contract in the fall, and much of the work in 2019 will center on completing this project and planning to accommodate its findings.

2017 Recreation Master Plan Steering Committee Members

At-large members jointly appointed by the Board of Selectmen and School Committee

Trevor MacDonald	At-large, Chair
Kristin Barbieri	At-large
Michelle Callanan	At-large
Alex Cobb	School Committee
Melissa Crocker	Recreation Commission
Mark Ferris	Weston Youth Lacrosse
Gary Leroy	Weston Little League Baseball and Softball
John Power	Weston Youth Soccer
Peter Foley	Athletic Director (retired), ex officio
Ben Polimer	Field and Grounds Coordinator, ex officio
Michael McGrath	Athletic Director, ex officio
Chris Fitzgerald	Recreation Director, ex officio

Attachment 2: FY 20 Budget for Fields and Grounds

**Town of Weston
&
Weston Public Schools**

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Gary Jarobski

DIRECTOR OF
FACILITIES (TOWN-WIDE)

TO : Field Steering Committee

DATE: 1/17/19

RE: Proposed FY20 Town Wide Grounds

Dear Committee Members,

Please see below for the proposed Town-Wide Grounds Budget and Capital Requests for FY20.

**Grounds Maintenance
Expenses:**

Aeration	28,000	29,000	1,000	3.6%
Seeding	4,000	4,000	-	0.0%
Field Treatments	60,000	60,000	-	0.0%
Small Equipment Purchases	10,000	10,000	-	0.0%
Irrigation Maintenance	12,000	14,300	2,300	19.2%
Small Equipment Maintenance	1,500	1,500	-	0.0%
Seed	15,000	15,000	-	0.0%
Fertilizers	16,000	18,500	2,500	15.6%
Pesticides	2,000	2,100	100	5.0%
Soil Amendments	3,000	3,000	-	0.0%
Testing	1,800	1,960	160	8.9%
Soils/Mulch	4,000	4,000	-	0.0%

Professional Development/Dues	1,000.00	1,000.00	-	0.0%
Site Maintenance	2,000.00	2,000.00	-	0.0%
Tree Maintenance	5,000.00	5,000.00	-	0.0%
General Maintenance	1,000.00	1,000.00	-	0.0%
Synthetic Maintenance	3,900	3,900	-	0.0%
Maintenance Expenses	-	170,200	176,260	6,060
				3.6%

Capital Request

Spreader and Sprayer \$12,000

Hustler Zero Turn Mower w/ wings \$28,000

John Deere Attachments \$12,000
Grapple, Chipper, Post Hole Digger

Respectfully,

Gary Jarobski

Cc: Ben Polimer/Fields and Grounds Coordinator