

# ***TOWN OF DEDHAM***

## ***Parks & Recreation Department***

*Dedham Recreation Center  
269 Common Street  
781-751-9250*

*Anthony Mucciaccio Pool  
1 Recreation Road  
781-461-5991*



*Robert Stanley  
Director*

*Debra Anderson  
Assistant & Program Director*

*Tracey White  
Administrative Assistant*

July 9, 2018

Francis O'Brien Meeting Room – Town Hall  
7:00 pm

Present:

Chuck Dello Iacono– Chairman  
Jonathan Briggs  
Tye Donahue  
James Maher  
Robert Stanley – Director  
Tracey White – Assistant to the Director

Absent

Salvatore Ledda  
Debra Anderson Program Director

Chairman Dello Iacono opened the meeting at 7:05 pm

### Public Comment

None

### Smoking Policy

A complaint has been received about smoking on Parks & Recreation property. All Commissioners now have a copy of the current policy.

C. Dello Iacono stated that this is the first complaint that he is aware of since he has been on the Board. He also mentioned that the Dedham Police Department is the enforcement for this policy.

J. Maher stated that all fields that are located on school property would fall under the law of no smoking on school properties. It was suggested posting signs at the fields.

C. Dello Iacono told the Director to get the proper wording of the Mass. General Laws so that it can be put on the signs. The Director stated he has already spoken to Dedham Youth Baseball on the subject and asked them to make sure they are enforcing the rules.

J. Briggs suggested putting a banner on the Town website and making sure that the rules about smoking is on the Parks & Recreation webpage.

### **Parks & Recreation Property Assessment Discussion**

Chairman Dello Iacono asked the other Commissioners to visit the parks and report back to this meeting about the condition of the properties.

Due to vacations and holiday, many were unable to visit all the parks and do a write up.

Discussion regarding the need/reasoning for this an assessment, it was stated that this was not a way to pick on the Parks Department, but to possibly see it as a tool to possibly see if different staffing needs were needed, and if so to bring to Town Manager, Kern.

### **Weekly Director & Assistant Director Reports**

J. Maher stated that it is important for the Commissioners to be informed on a weekly basis as to the goings on in the Department and would like these to be mandatory reports.

C. Dello Iacono would like updates to be timelier.

R. Stanley stated that reports take time and would take time out of the day.

J. Maher stated that some programs have very low numbers and may not be viable programs.

R. Stanley stated that some programs take time to develop and better to try, then not at all.

J. Briggs agreed that it is good to try new programs, however if they aren't given the information then they won't know which work and which don't.

J. Maher said that he believes some of the well-established programs are suffering

R. Stanley stated many programs are up in revenue, and revenue is up almost 50% since last year.

J. Briggs stated that he only saw a few kids at the Riverdale Playground today, while driving around. If they were given weekly reports they would know what is going on with the various programs

C. Dello Iacono stated that the Flag Football program started too late. Advertisement for certain programs is key, and this is one of them.

R. Stanley stated that there is typically a head of each program and maybe that needed to happen with Flag Football. He also stated that he would like to see some of the way people register changes, as to not show how many registrants are in a program for example, as that could deter people from signing up.

C. Dello Iacono asked if the Director was happy with the registration numbers and the cost of running the programs.

R. Stanley answered overall yes, happy that numbers are up and revenue is up 50%

### **Punchlist for Gonzalez**

C. Dello Iacono spoke with contractor with updated list, there is good progress. Plantings will be done soon, he is concerned that planting may not take during the heat of summer. J. Briggs stated that they are professionals that should know what they are doing, and asked how long the warranty was good for.

C. Dello Iacono stated the warranty was for a year, and would restart if a plant needed replacing

R. Stanley stated that since summer is a slower season on the field, it was a good opportunity to take care of the netting, he also stated that he received a quote on the granite work and was ready to go.

C. Dello Iacono stated he would like a re-dedication to the field done in the fall.

J. Maher asked if lights were under Parks & Recreation control, and the Director stated that they certainly are.

C. Dello Iacono stated it seemed to be a bit dark in a few areas, maybe more lights are needed.

J. Maher stated that people liked the misting station, Director stated that they received a call of complaint at the office about the "showers", it was explained to the caller about the misting station.

### **Assistant Director's report**

Director presented in Assistant Directors absence

- All summer camp programs are in session, swim and gym is always popular
- Playground was slow during the heat of the past week
- Tween extreme looks to be a great and fun program
- Tennis program has increased to offer classes for more ages from youth to adults
- Summer Clippers has started their swim meets
- The partnership with the Police Dept. has started at Dolan Center on Thursday nights
- Trail Day will be held August 19<sup>th</sup> at the Dolan Center
- Dedham Day will be Sept. 30<sup>th</sup>, Deeds are now being sold

### **Director's report**

Port-a-potty truck struck a pole at Rustcraft on Nagle Field, will see about getting repaired

Irrigation at Rustcraft needs to be reevaluated, wants to try to switch over to town water, damage is being caused by rust in the water in the well and the capacity of the well is too low  
Cost to water the field will be \$3000-\$5000 switching to town water, would be worth it,  
Would like to keep the well operational in case of a water ban, will speak to Dedham-Westwood Water Department

### **Old Business**

J. Maher asked about the gates at Memorial Park, R. Stanley will double check on it tomorrow

J. Maher would like the Director to ask why the Parks guys didn't drag Paul Park, R. Stanley answered that he had texted the foreman about it

J. Briggs mentioned that the subcommittees won't meet much in the summer  
He will check with School Committee about working on the MOU and a timeframe.

J. Briggs asked about clearing out the entrance at the Dolan Center

T. Donahue asked about Brian O'Connell's permit that needed updated paperwork.  
It was answered that all paperwork had been done and a flier was approved by R. Stanley, the program will run again tomorrow night at Gonzales, it is open to anyone that wants to come and play on the new turf field on Tuesday evenings from 6:00 pm – 8:00 pm.

C. Dello Iacono would like to revamp the permit, add some language to the paperwork, adding policy information to the permits, Smoking Policy, Dogs on the Fields Policy, should have a

space to indicate if it is games, practices, tournaments to let us know what type of activity is happening on our fields.

Dedham Youth Baseball had a tournament that the commission didn't know about, we need to know about tournaments so they can address parking and trash issues

R. Stanley stated he got an email earlier today about staffing overtime for a tournament next weekend

J. Maher is worried that the Department is just finding out about it now, emphasized that youth baseball will have to pay for the parks staff, he agreed it's important to know what's happening on the fields, in the past the league presented information about hosting a tournament six months in advance

J. Briggs and T. Donahue agreed that the language on the type of activity should be added

C. Dello Iacono asked R. Stanley to put together a new permit and bring it to the next meeting

C. Dello Iacono stated that no notice was given to summer employees, he would like to see a policy established to have a written process for hiring summer employees.

R. Stanley shared that there is a notice sent out and employees need to respond by a certain date to secure their jobs

Mr. Maher would be alright with the notifications coming via email, doesn't want applicants to never hear back from anyone because it's discouraging as a young person applying for employment

C Dello Iacono wants a paper trail, he would like there to be a positive experience applying for a job with the Parks & Recreation Dept.,

R. Stanley will talk to the Assistant / Program Director about it

### **New Business**

J. Maher wants to make sure that there is management coverage when employees are on vacation - wants to avoid a situation where no management employees are around at a given time, R. Stanley was directed to write an internal policy about coverage for vacation time

R. Stanley asked if he and the assistant director are being asked to never be out on the same day

J. Maher stated he would like a plan needs to be made in advance, so that clear if programming needs can accommodate vacation days

T. Donahue made a motion to adjourn at 8:45, J. Briggs seconded the motion, unanimously voted to adjourn.