***TOWN OF DEDHAM***

***Parks & Recreation Department***



*Robert Stanley*

*Director*

*Debra Anderson*

*Assistant & Program Director*

*Tracey White*

*Administrative Assistant*

*Dedham Recreation Center*

*269 Common Street*

*781-751-9250*

*Anthony Mucciaccio Pool*

*1 Recreation Road*

*781-461-5991*

August 18, 2020

6:00 pm

Virtual Meeting via : Zoom

Present:

Tye Donahue - Chairman Absent:

Lisa Moran– Vice Chairman

Chuck Dello Iacono

Alix O’Connell

Jonathan Briggs

Robert Stanley – Director

Debra Anderson – Asst. Director

Tracey White – Assistant to the Director

Chairman Donahue opened the meeting by reading the following statement:

***Due to the ongoing COVID-19 Pandemic and State of Emergency, on March 12, 2020, Governor Baker issued an Executive Order Temporarily Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A sec. 20. Pursuant to the Order, public bodies are temporarily relieved from the Open Meeting Law’s requirement that meetings be held in public places, open and physically accessible to the public, so long as measures are taken to ensure public access to the bodies' deliberations "through adequate, alternative means."***

**Roll Call Attendance**

C. Dello Iacono Present

J. Briggs Present

L. Moran Present

A. O’Connell Present

**Public Comment:**

Adam Landry Coach with Dedham Youth Baseball, thanked everyone that works for Parks & Recreation, stated that fields look great, everyone wore masks and did the best to social distance, extend his appreciation for a great season.

**Minutes**

Minutes of April 13, 2010

Motion to accept Minutes as written by. C. Dello Iacono

Second to the Motion by J. Briggs

L. Moran Yes

A. O’Connell Abstained

T. Donahue Yes

Motion passed

Minutes of May 11, 2020

Motion to accept Minutes as written by C. Dello Iacono

Second to the Motion by L. Moran

J. Briggs Yes

Alix O’Connell Abstained

T. Donahue Yes

Motion passed

Minutes of June 8, 2020

Motion to accept Minutes as written by C. Dello Iacono

Second to the Motion by J. Briggs

L. Moran Yes

A. O’Connell Abstained

T. Donahue Yes

Motion passed

July Minutes will be voted at next meeting

C. Dello Iacono stated that he has signed the Minutes and will deliver to the office, so that they can be posted online

L. Moran stated she appreciates the time and efforts of T. White for the Minutes, as they can be difficult at times

August 6, 2020 Open Meeting Law Complaint from Mr. James Maher – The Commission acknowledges receipt, vote to resolve, and authorize response to be sent to complainant and Attorney General’s Office

Attorney Lauren Goldberg, of K P Law, the Town of Dedham Council, explained that though Mr. Maher, his wife or attorney were unable to “attend” the meeting of July 28th Zoom Meeting, due to technical difficulties, the meetings have since been shown on Dedham Cable, the technical difficulty issue has been fixed, for future meetings. There was no violation of the Open Meeting Law.

Motion that the Commission acknowledges receipt of an Open Meeting Law Complaint filed by Mr. James Maher, on August 6, 2020 and to authorize Town Council to Draft and file a response on the Commissions behalf.

Motion by A. O’Connell

Second by L. Moran

C. Dello Iacono voted yes

J. Briggs voted yes

T. Donahue voted yes

Motion passed

**Permits:**

A spreadsheet of a proposed schedule for all Permits that where requested was sent to all Commissioners. This was all leagues that had applied for permits - and all league had field space found for them.

Lisa Arena from the Soccer Sisters stated that she was unsure of her league status, however, will know in a week or so

C. Dello Iacono made a motion to accept the permits, as written from the spreadsheet that was sent to all Commissioners

A. O’Connell asked if there was a schedule error on the spreadsheet

T. White answered that the date for lacrosse has been corrected on the Spreadsheet

C. Dello Iacono stated that he wanted to amend the motion to make sure that the Dedham High School, would get first field time, whenever they resume their program, if they do so.

J. Briggs made a second to the motion.

L. Moran voted yes

A. O’Connell voted yes

T. Donahue voted yes

Motion passed

**Code of Conduct for the Commission**

A.O’Connell stated that she has been working with Sarah MacDonald to help put together a final document for the Board of Selectman to vote on for all Boards, so that there are not multiple variations, she will hopefully have something to present at the next Board Meeting to vote on.

J. Briggs asked if there was a State or Town Code of Conduct?

A.O’Connell answered that State Ethics is the guide that they are using, and other municipalities that have already created Codes of Conduct, it isn’t anything in addition to the State or Town Charter already has, it is just a statement of those rules all in one place so that we all agree.

**Covid 19 signs at the playgrounds**

A. O’Connell stated that she has been working on the verbiage of the signs with the Acting Health Director, Brigid Sweet.

The language comes from the State and the Dedham Board of Health. The Board of Health will be voting on this tomorrow and if there are any slight language changes, I would like permission to go ahead and order signs for the Parks.

There is money to cover the cost of the signs with Covid-19 money that has come from the State? There would be no cost to the Commission.

L. Moran stated that it was all good stuff, and should be second nature at this point, however it seems busy

A. O’Connell stated the signs will be bigger, agree that is busy

D. Anderson asked to send to her as she has been working with Board of Health, regarding signs as there may be verbiage

A. O’Connell answered that she would send the information to

D. Anderson

J, Briggs agree that it is busy, however this info needs to be on here, looks good as far as a marketing standpoint, it may be better in Black & White, we may want to leave all the information on, doing our due diligence to get as much information as possible.

L. Moran asked if sign should say that masks are mandatory

The Director stated he has been getting all his information from the Board of Health

L. Moran stated that she has been getting questions from parents, as to why some children are wearing masks and some are not

Director stated he likes Alix sign, he likes that it is colorful and will draw attention to it, stated it is big, do two signs one big and then smaller with bullet points, and that we have many places to place at each

T. Donahue asked about funding

A. O’Connell It will come from Covid-19 Relief Funding

Director stated he thinks we need signs, and will be reimbursed, however even if not it is an expense that the Department should pay for

Alix read email from Leon that stated it would come from the Cares Act Funds that the Town has received.

C.Dello Iacono stated that when you order them, make sure that many are ordered so there are enough for people to see

Motion by C. Dello to approve the Covid-19 signs at the various parks, with the Board of Health final approval with the assistance of the Director

With a second by J. Briggs

L. Moran voted yes

A. O’Connell voted yes

T. Donahue voted yes

Motion passed

**Subcommittees**

Dedham Square Study Committee, Alix O’Connell stated she would be happy to represent the Board, A. O’Connell was appointed

Livable Dedham – L. Moran

Master Plan - A. O’Connell

Council on Aging - J. Briggs

MOU for the SMA - C. Dello Iacono

MOU for the Schools - J. Briggs and T. Donahue

Open Space - J. Briggs

C.Dello Iacono, stated that J. Briggs had graciously stepped in when he was unable to participate in the COA meetings, however he would like to rejoin and represent the seniors in Town as a member of the Commission

T. Donahue asked him if it would be alright to revisit this after the Covid-19 restrictions are listed

C.Dello Iacono stated that would be fine

A O’Connell asked about MOU with SMA

C. Dello Iacono stated that it was a Memorandum of Understanding regarding the Dolan Center that was once the SMA property between the Board of Selectman and the Parks & Recreation Commissioners

Motion by C. Dello Iacono to appoint A. O’Connell to the Dedham Square Study Committee, with a second by L. Moran

J. Briggs voted yes

A. O’Connell voted yes

T. Donahue voted yes

Motion passed

**Director Goals**

C. Dello Iacono stated that there have been great things that the Director has worked on in the recent past, such as the Striar Property and the Master Plan.

J. Briggs we had some suggested goals from Commissioners, and happy to share goals that we had, we have not gone though that process yet.

Covid-19 changed some things. There are long term goals and some shorter-term goals that have been completed, keeping the longer-term goals.

T, Donahue asked J. Briggs to forward to all Commissioners the information that he has already collected and reopen have goals changed or no longer valid to remove sent out, collected and presented to the Board. We can have information by October meeting.

J Briggs asked if people could make SMART goals and put timelines on goals, long term is fine, however short-term goals are important.

C. Dello Iacono stated it sounds like a great plan, and he only has one goal for the Director, some short-term goals would be great

A. O’Connell asked if the goals are for the Director only, not for Commissioners

J. Briggs stated the Director goals should be in line with Commissioners and Master Plan to fruition

J. Briggs there has always been plan, and now with the Master Plan it is something we should work from

A. O’Connell asked if there were specific Commissioner Goals

J. Briggs answered that the Master Plan should be the Commissioner Goals

Director stated that there used to be Commissioner Goals

C. Dello Iacono such as Striar Property and getting the Master Plan completed

L.Moran asked to hear Assistant Director Report first

J. Briggs asked if there was a specific reason to take out of order

L. Moran stated that she wanted to concentrate more on the Programing

Donahue asked for a motion to take the Assistant Director Report out of order, it was moved by C. Dello Iacono, with a second by J. Briggs

Roll call vote

A. O’Connell voted yes

L. Moran voted yes

T. Donahue voted yes

Motion passed

**Assistant Director Report**

D. Anderson stated that due to Covid-19 all the Summer Camps were

cancelled

* Cooking Class six per class through end of month is held at the Dolan Center
* Art Classes at Paul Park & Churchill Park no more than ten at each class
* Yoga is an adult class that has been free, we will start charging in September we max at 25 and have had 22
* Hiking has been going on

Talks about continuing these programs into the Fall

And our Fall programs will be starting, with notes going out to parents we are going to offer the programs, if we are able to follow the State guidelines Gymnastics, Dance will be going

* Karate has been going
* Calls from Santa
* Once the Pool is open, we will have Swim Lessons going and the Clipper Swim Team
* Collaborating with the two Music Schools in Town
* Just received two proposals for sports, to see if we can work it into our calendar
* Veterans Agent asked to have a pen pal program with the Veterans

L. Moran stated that Gymnastics, Dance and Karate are the three major Programs, when do they start

D. Anderson stated that Dance will be pushed back a couple of weeks, Gymnastics in October and Karate will be on going

Dance we are waiting to hire a few more staff, dance will be pushed back a few weeks

L. Moran stated she feels we are not doing enough, there must be more we can be doing, other Municipalities are doing more, there must be more we can be doing

T. Donahue asked if there was still a hiring freeze

Director stated that technically yes, however he has been in talks with the Town Manager, employees’ salaries they usually come from the revolving fund, if Dance & Gymnastics bring in the amount of participants then the salaries come out of the Revolving Fund, he doesn’t see why it would be an issue, waiting to hear, it is a gray area

T. Donahue asked if right now we don’t have an answer from the Town as to whether we can hire instructors

Director stated as of now no, there is a question

A O’Connell asked about the Y Program been going, what is the enrollment

Director stated that they have asked if they could have an extension, so they will be going another two weeks

J. Briggs asked when will be advertising for Fall Program

D. Anderson has a brochure ready to go, would like to add two new programs to what she currently has

Director stated that a Brochure may not be feasible this year, may not be cost effective this year. We get more bang for the buck on FB

J. Briggs asked when are anticipated to get this out

Director - we will be getting information out, that we will be having our programs, just not sure of specific dates as of now

L. Moran do we have a set plan or checklist for each program? I would like this to be done, people are not seeing this information. We are not having enough information in a timely fashion

Director stated that we can do better, we have a marketing plan, and if some things may be outdated, we can work on that, we may need another, communication is a big part of the success of our programs

L. Moran stated she would like to help with the Marketing plan, and she shared that she participated in the Yoga Class there were eighteen participants and she took photos and shared them and got a lot of response from that. It’s one of the only things we are doing, we need to promote these things. We are not doing it very well.

C. Dello Iacono glad to hear about Pen Pal program with the new Veterans Agent. – Ask K. Spencer (Pathfinder Program Director), maybe she can come to our next meeting to share what is happening with Pathfinders.

D. Anderson stated that she is in constant contact with her, and they decided to cancel the summer programs, are looking to do some things in the Fall

T. Donahue asked how families are dealing with programs, what is the tempeture of the parents and participants

D. Anderson stated that she has not have not had any negative calls

Hiking group is up to 14, and all where 14.

Motion by C. Dello Iacono, with a second by A. O’Connell to accept the Assistant Director Report

Roll Call vote

J. Briggs voted yes

L. Moran voted yes

T. Donahue voted yes

Motion passed

**Director Report**

Spent time at fields this week

Irrigation

Rustcraft irrigation is worse have seen in the past few years, have had three difference companies big break in one of our Line, we don’t know where the leak is, pressure is off, and you won’t get even one line to work

Churchill irrigation control got shorted out, it has been replaced

Memorial control was shut off, we have now locked it

Condon little circles of green

Pool field looks great, due to being on town water, it is better than well water, as far as issues go

All fields are ok now other than Rustcraft

Truck will be ordered in the next few days

Covid-19 relief fundraiser this Saturday, the 29th at the pool parking lot

Town is going to a card access key, will need new access keys for Dog Park, there will be one Data Base for the entire Town

Will be able to make access keys from sitting at the office for Pool and Dog Park

A. O’Connell asked how drought affect irrigation

Director If we get no rain and have water restrictions then we shut off irrigation at the Pool Field

Director stated that DWWD asks for more signs to state that various fields are on well water

Heath Purdy (Dedham Youth Baseball) asked if any chance to turn infield at Collins and Nagle,

Direcor stated that the Parks Dept. will be down to take care of it

L. Moran asked if there were any updates on the windows at the Pool?

Director - No news is good news, still on schedule, and we have approval for HVAC system, has to go out to bid, March to April would be the optimal time to do the HVAC

L. Moran are the YMCA students allowed in the building

Director answered that 80 -90% outside, we have let them in the building during extremely hot days, as there is AC downstairs, and to use the bathrooms and that Karate and Cooking Classes are held inside

L. Moran asked if they had an insurance policy

Director stated Yes

C. Dello Iacono stated he was happy with mulch at Memorial

J. Briggs asked if they were to wait on HVAC would we need to rent units

Director stated heat is ok, air conditioning would be an issue, so time of year is the difference

T. Donahue could an email blast be sent out to Dog Park users

Director stated that they are doing that, and will keep the Dog Park Open during Covid-19 and that D Anderson and I must pick up key fobs at Town Hall tomorrow

I will need 200 cards for dog park and employees it is a good opportunity to clean up system

L. Moran made a motion to accept the Directors Report, with a second by C. Dello Iacono

Roll Call Vote

J. Briggs voted yes

A. O’Connell voted yes

T. Donahue voted yes

Motion passed

**Old Business**

L. Moran asked about McDonough Tree, where does that stand

Director answered that he has been in contact with the family

J. Briggs stated that Gonzalez would be a great area in the adult work out area, also stated that he and A. O’Connell have worked on canoe & kayak racks at the Dolan Center and want to have a meeting for the community, Kayak & Canoe meeting, Tuesday the 25th at 6pm, Conservation will need to be involved

C. Dello Iacono stated that there are two eagle scouts willing to help out

J. Briggs thanks Eagle Scout for their help

C. Dello asked to have check with Activitas on tree stakes at Gonzalez,

Future dates for meetings

Monday - September 14, 2020

Monday – October 5, 2020

**New Business**

A. O’Connell asked about possibly have Passive walking trails on some of our other parks such as Rustcraft

C. Dello Iacono stated that almost all our fields are bound by conservation land and do have some restrictions

J. Briggs maybe we look at another field

T. Donahue stated that great idea, work with the Director on possibilities

A. O’Connell stated the benches at Franklin Square were removed

Discussion that Franklin Square was not Parks & Recreation property

C. Dello Iacono adopting policies on no trash barrels at Riverside Park, it is a DCR property not Parks & Recreation

L. Moran encouraged people to use Dolan Center walking trails

Motion to Adjourn by C. Dello Iacono, second by L. Moran

Roll Call Vote

J. Briggs voted yes

A. O’Connell voted yes

T. Donahue voted yes

Motion passed and meeting Closed