

**Dover Park and Recreation Commission**  
**Meeting of April 7, 2021**  
**Minutes**

**P&R Commissioners in Attendance:** Chris Boland, Val Lin and Eric Loeffler

**P&R Employees in Attendance:** Mark Ghiloni and Nicole DiCicco

*Consistent with guidance issued by Governor Baker on March 12, 2020 suspending certain provisions of the Open Meeting Law due to Covid-19, this meeting was held remotely using Zoom technology, Meeting ID 698 948 6816.*

Zoom meeting 917 2258 8858 was called to order at 6:36ppm with an attendance roll call. Chris Boland (present), Val Lin (present) and Eric Loeffler (present), Jennifer Daman (absent) and Peter Davies (absent).

**Acceptance of Minutes:** After reviewing the minutes of the February 9, 2021 Commission meeting, Val made a motion to approve the meeting minutes. Eric seconded the motion, and the February 9, 2021 meeting minutes were unanimously approved following a 3-0 roll call vote.

**Caryl Building Update/Special Town Meeting:** Mark shared how the office had been receiving many calls from residents who were surprised at the small size of the proposed recreation/gym space in both the new and renovated Caryl Community Center options.

**Special Town Meeting Article/Open Letter:** Following the Caryl Community Building Committee reduction of building sizes due to material cost increases, Mark and Chris spoke to the Park and Recreation Commission options. It was decided that a Warrant Article to amend these reductions to the recreation space, and provide a guaranteed minimum of 3,500 square feet of playable indoor recreation space.

Val made a motion to approve the Town Counsel recommendations for a Special Town Meeting Commission Article. Eric seconded the motion, and the Warrant Article for the June 12th Special Town Meeting was unanimously approved following a 3-0 roll call vote.

**Weekly Bills Authorization:** The weekly bills for February - April 2021 were presented to the Commission with a Revolving Fund total of: \$9,609.15 and Operating total of: \$9,593.50.

Eric made a motion to approve both the Revolving and General Fund totals as listed. Val seconded the motion, and the weekly bills for February - April 2021 in the amount of \$9,609.15 Revolving and \$9,593.50 Operating were unanimously approved following a 3-0 roll call vote.

**Erin's School of Dance Request:** Mark shared a letter written by Erin of Erin's School of Dance asking to return under the umbrella of Parks & Recreation as a program provider, beginning in late summer/fall 2021.

Val made a motion to approve Erin's School of Dance request. Eric seconded the motion, and the request was unanimously approved following a 3-0 roll call vote.

**Programming (Spring/Summer/Fall):** Mark shared details of the "Welcome Spring" outdoor painting and music event with the Commission. This event was held on Saturday, April 2, 2021 and had been planned to replace the annual Egg Hunt, which had to be cancelled due to COVID regulations, however this new event was a great alternative and could be incorporated into future spring season planning as an additional seasonal event for families to enjoy together.

The spring season of weekly programs begins during the first couple weeks in April as well, and the office is happy to be offering several outdoor sport options in addition to the programs that have been held over the current school year.

Mark shared that the Summer Club program, which has replaced the traditional Summer Playground program at Chickering School during COVID, will be held at Boston College's Connors Center for the 2021 season.

There has also been some tech growth for the office recently, with the purchase of Healthy Roster, a texting system that can send the required Wellness Surveys to families through text, rather than having to fill out a paper form at every drop off for participants of programs. This texting system has received rave reviews from parents and we are happy to add it to our COVID protocols. Additionally the department's updated website, offered as part of doverma.gov has been

completed and is now live. This update has made the browsing of our website a more modern and visually appealing experience, with a much simpler layout than the previous system we used. Being part of the Town's '.gov' system also means the office email addresses will now end in doverma.gov as well although doverrec.com searches will continue to re-route visitors to the proper webpage and/or email for the following year while residents learn of the changes.

**DPW Assessment:** Mark shared the final consulting firm document regarding the recommendations for a Town DPW and let the Commission know that the Town Administrator would be circling back with them eventually regarding these recommendations.

**Grant/Gift Assessment:** Mark informed the Commission that the Department had received a donated painting of Channing Pond from a participant's mother, a local artist, estimated to be worth approximately \$100. Val made a motion to approve the department's receipt of the \$100 Channing Pond painting. Eric seconded the motion, and the painting donation was unanimously accepted following a 3-0 roll call vote.

Additionally Mark shared that the department had received two separate grants as well. The first grant, in the amount of \$500 was awarded by Beth Israel Deaconess (BID) Needham to be used to acquire the Healthy Roster texting system. Val made a motion to approve the department's receipt of the \$500 grant from BID Needham to be used to purchase the Healthy Roster system. Eric seconded the motion, and the BID grant was unanimously accepted following a 3-0 roll call vote.

The second grant, in the amount of \$2,687 was awarded by the Dover Cultural Council is intended for a public art display showcase that Beth is working with the DSHS art department on establishing. Val made a motion to approve the department's receipt of the \$2,687 grant from the Dover Cultural Council for the public art showcase. Eric seconded the motion, and the Dover Cultural Council grant was unanimously accepted following a 3-0 roll call vote.

#### **New Business:**

- **Open Letter:** Mark shared the most recent (4/3/2021) version of an open letter being distributed to residents in order for people to vote on the Caryl Project that the Commission has been asked to sign. This letter provides only a "get out and vote" message as part of the June Special Town Meeting promotion and does not provide any information regarding specific building options.  
Val made a motion to approve the Commission signing the Open Letter promoting the Special Town Meeting. Eric seconded the motion, and the motion was unanimously accepted following a 3-0 roll call vote
- **Menorah:** Residents are looking to purchase a menorah display, similar to the one borrowed during Hanukkah this past December, to be used annually as part of a Town Common display and wondered if it would be possible for Parks & Rec to store the menorah during the months it would not be in use. The Commission agreed that storage should not be an issue, as long as the menorah is either collapsible or can be made into smaller pieces for ease of storage. Mark will check with the individuals proposing the purchase on what size they expect the display to be in its stored form.

**Adjournment:** Val made a motion to adjourn at 7:38pm. Eric seconded the motion and the meeting was adjourned at 7:38pm following a 3-0 roll call vote.

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#### **Documents and Exhibits Used During this Meeting:**

- Parks and Recreation Department weekly Bills, February - April 2021
- Erin's School of Dance Request
- DPW Assessment/ Review packet