

Dover Park and Recreation Commission
Meeting of June 3, 2021
Minutes

P&R Commissioners in Attendance: Chris Boland, Jennifer James 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 933 2707 09890

Zoom meeting 933 2707 09890 was called to order at 6:35pm with an attendance roll call. Chris Boland (present), Jennifer James (present), Eric Loeffler (present), Jennifer Daman (absent).

Acceptance of Minutes: After reviewing the minutes of the December 9, 2020 Commission meeting, Eric made a motion to approve the meeting minutes. Chris seconded the motion, and the December 9, 2020 meeting minutes were approved following a 2-0 (1 abstain) roll call vote.

After reviewing the minutes of the April 7, 2021 Commission meeting, Eric made a motion to approve the meeting minutes. Eric seconded the motion, and the April 7, 2021 meeting minutes were approved following a 2-0 (1 abstain) roll call vote.

Park & Recreation Commission Update / Roles: After welcoming Jennifer James onto the Park and Recreation Commission, Mark shared the results for the second open, three-year term that was uncontested in the May town election. There was a write-in campaign winner who has since decided not to accept the position and is currently working with the Town Clerk to complete that withdrawal process with the state. The Commission now has a choice to either:

- A. Choose the candidate with the second most write-in ballots
- B. Appoint an individual of the Commission's choice to serve for 1 year

Both options will allow the candidate to serve for 1 year and then open the position for election again in May 2022, at which point the winner would then serve the remaining 2 years of the term.

After briefly discussing these two options, Eric made a motion for the Commission to choose the candidate with the second most write-in ballots to join the Park and Recreation Commission. Jennifer seconded the motion, and the Commission approved accepting the candidate with the second most write-in ballots to serve the 1 year terms following a 3-0 roll call vote.

Following this election decision, present members decided to wait until their next scheduled meeting to assign Commission Roles.

Caryl Building Update/Special Town Meeting: Mark updated the Commission on the previous evening's CCCPC forum, where there seemed to be a preference among those in attendance for the renovation plan. Our next steps are to continue our massive push for Special Town Meeting attendance by our families and residents. Mark and Nicole then reviewed all that the department has and continues to do to support that push, including exclusive department issued newsletters and forums, project details included in general monthly updates and across our website, in-person outreach throughout our many programs, blasts across both our departments and the Town's social media pages, direct work with youth sports organizations to avoid games being held during the meeting and offering a free, on-site program for families to drop off their elementary aged children in order for all adults in the home to be able to vote.

All that remains is our Parks and Recreation: Article 4 Forum on June 9th, the Moderator Meeting on June 10th and Special Town Meeting, beginning at 10:00am on Saturday June 12th.

Weekly Bills Authorization: To be discussed at the next scheduled meeting..

Production Team Parking Lot Usage: Mark shared that there are two separate production companies seeking to rent Parks and Recreation parking lots space to house trailers, staff, supplies and equipment as they film in and around town during the summer. The first request asks to use Channing Pond for about 10 days, between June 16 - 26, 2021 and would provide the Commission monetary compensation between \$8-10,000 (to be confirmed upon exact days used).

The second request is for 20+ days from late June through early July (exact dates not yet known) and is looking to use both the parking lot at Channing Pond and at Chickering School. This second request would have to work around the requests of the first production team.

After discussing the production company's expectations and discussions between the Town and Mark so far, Jennifer made a motion to approve the first movie production request, to use the Channing Pond parking lot from June 16 - 26, 2021. Eric seconded the motion, and the first movie production request was approved following a 3-0 roll call vote.

Jennifer made a motion to approve the second movie production request, to use the Channing Pond and/or Chickering School parking lots for approximately 20 days from late June through early July, as long as it does not conflict with the initial company's (above) request. Eric seconded the motion, and the second movie production request was approved following a 3-0 roll call vote.

Program Assistance: Due to financial pressure on many families following the COVID-19 lockdowns and subsequent furloughs and layoffs, Mark and Nicole feel it is more important than ever to create a simple and clear programming assistance rule for residents in need to reference and take advantage of if they need help at any time in their lives and could benefit from having support in accessing all that we offer.

Mark and Nicole will work to develop the language for a formal Commission policy that can be easily accessed and utilized by any resident in need without pressure or stigma.

Tennis Court Lights Update: After receiving numerous, extremely varied estimates on the Tennis Court Lights project from different companies, Mark has worked with the town to better specify their needs and expectations of the "industry standard" for Tennis Court Lighting in order to develop a comprehensive packet for a RFQ. Mark is now talking with the USTA, neighboring towns and athletic lighting companies (such as Musco) for more information.

Previous Meeting Follow Up:

- **Dover Days Fair:** The Dover Days Fair will be held on Saturday, September 11, 2021 and Mark and Nicole are planning to hold as close to a typical fair as possible and are working closely with the Board of Health to be sure our planning coincides with any expectations or concerns they may have.
Mark is also looking to have sponsors cover any inflatables costs this year (if they are allowed) in order to not charge for tickets and the department will also be working with Knucklebones to provide a variety of no-contact to limited contact games and activities for families as well, similar to what we have offered during past summers Summer Concert Series. More information will be available for the Commission as we get neware to the second Saturday of September!

New Business:

- **New COVID protocols:** Mark reviewed the most CDC updates regarding face covering status, issued today (6/3/2021). Mark and Nicole continue to follow updates and trends across State along with recreation safety protocols, and will continue to keep the Commission up-to-date with our findings and involved with all decision making.
- **Summer Staff:** After losing several initial Summer Club hires to other job opportunities, Nicole and Mark will be looking closely at rates in order to remain competitive with nearby businesses who hire from our same age group. Additionally, they are interested in opening the Summer Club application process up to include any Dover residents and all current Dover-Sherborn High School students for future summers (instead of being open to Dover Residents only).

Adjournment: Jennifer made a motion to adjourn at 7:20pm. Eric seconded the motion and the meeting was adjourned at 7:20pm following a 3-0 roll call vote.

Documents and Exhibits Used During this Meeting:

- **Park and Recreation Commission 6/3/2021 Virtual Meeting Slideshow** *(all specific items listed below)*
 - a. Park and Recreation Commission, December 9, 2020 Meeting Minutes
 - b. Park and Recreation Commission, April 7, 2021 Meeting Minutes