

Dover Park and Recreation Commission
Meeting of August 31, 2021
Minutes

P&R Commissioners in Attendance: Chris Boland, Mike Gilio, 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 986 7423 7041

Zoom meeting 986 7423 7041 was called to order at 6:34pm with an attendance roll call. Chris Boland (present), Mike Gilio (present) Jennifer James (present), Eric Loeffler (present), Jennifer Daman (absent).

Acceptance of Minutes: After reviewing the minutes of the June 3, 2021 Commission meeting, Eric made a motion to approve the meeting minutes. Jennifer seconded the motion, and the June 3, 2021 meeting minutes were approved following a 3-0 (1 abstain) roll call vote.

Public Comments: none

Weekly Bills Authorization: After reviewing the Weekly Bills Authorization totals, Eric made a motion to approve the FY2021 Operating total of \$37,545.00 and Revolving total of \$64,607.49, and the FY2022 Operating total of \$11,596.09 and Revolving total of \$17,475.87. Jennifer seconded the motion, and the Weekly Bills Authorization was approved following a 4-0 roll call vote.

Caryl Community Center Update/ Equipment Vote: Mark shared the current, Caryl Building Update and Design Schedule with the Commission and shared his goal to have the temporary department location and a program plan finalized sometime around the new year. Additionally, Chris requested to have some version of, if not the final version of the building and site plan for the Commission to review and discuss during their next meeting in October.

Tree Removal/ Vote: Mark shared the Tree Warden's recommendations for trees that should be removed due to tree decline and/or tree death. After discussing these recommendations, Jennifer made a motion to approve the Tree Warden's recommendations, subject to an acceptable replacement plan, to also be considered and approved by the Commission. Eric seconded the motion, and the Tree Removal Plan was approved, with included stipulation, following a 4-0 roll call vote.

Dover Days Fair: The Dover Days Fair will be held on Saturday, September 11, 2021, Mark and Nicole have planned for Knucklebones to offer free games and activities on the Town Common, cornhole boards will be rented and placed at the end of a row of vendors and a free community painting craft will be held on the library lawn. We feel that these activities, along with the September 11th remembrance being held by the police and fire departments will provide attendees an enjoyable fair experience no matter the number of vendors.

Department Update:

- **Eagle Scout Projects:** Two local Eagle scouts opted to create their Eagle Scout Projects in service to Parks and Recreation. A custom made, giant blue adirondack chair has been created by Caden Popiel and was recently installed at Channing Pond. This fun and unique place to rest when spending time at the pond has also proven to be a fun local interest with the department able to host a social media "challenge" where residents shared photos of themselves using the giant chair. The second project, Dylan Rogers has made two Fishing Line Recycling stations in an effort to cut down on the enormous amounts of fishing lines left behind by individuals that then wraps around local wildlife, seriously injuring or even killing many birds, fish and mammals around our waterways. These recycling stations will be installed at both Channing Pond and the Riverside Drive boat launch. Jennifer J. made a motion to approve the Eagle Scout project donations by Caden Popiel and Dylen Rogers. Mike seconded the motion, and both Eagle Scout Projects were approved following a 4-0 roll call vote.

- **Summer Programs:** The department's summer programs were incredibly popular this year with solid registrations at Summer Club as well as another year of increased Tennis Clinic and Tennis Lesson participants, bringing us to almost double the numbers of registered tennis players than in 2018. Mark and Nicole are also very excited about the possibility of continuing to offer our main, Summer Club program at the Connors Center in future summers. Along with the opportunities that this move could provide - including the possibility of an additional week and the return of extended day programming in future summers!
- **Fall Programs:** The fall season has had very solid registration numbers so far, and programs will begin in the weeks before and after the Dover Days Fair.
- **Tennis Court Lights:** Mark reviewed the current status of the Tennis Court Lights project - the shed for the electrical equipment has been delivered and the lighting equipment will be delivered during the week of 9/9/21, and Mark is planning for the lights to be fully installed around the end of September, barring any unforeseen issues. Residents are very excited about the prospect of extended tennis time in the evening, especially following the increased resident use following the pandemic.

Previous Meeting Follow Up:

- **Park & Recreation Commission Update/ Roles:** Following a brief explanation of each role with the two new Commission members, the following positions were assigned:
 - **Commissioner Roles:**
 - Chair: Chris Boland
 - Treasurer: Eric Loeffler
 - Secretary: Mike Gilio
 - **P&R Representative Roles:**
 - Caryl Management Advisory Committee (CMAC): Jennifer James
 - Open Space Committee (OSC): Jennifer Daman (After checking with Jen D.)
 - Hale Task Force: Jennifer James

Jennifer made a motion to approve the Commissioner roles as listed. Mike seconded the motion, and the Commission approved the Commissioner roles following a 4-0 roll call vote.

New Business:

- **Meeting Schedule:** Mark presented his estimated timeline for Commission meetings necessary for upcoming projects, activities and planning throughout FY2022, as follows:
 - **September/October:** Discuss Capital Budget, Discuss Operating Budget and Vote Revolving Fund Balance, Office and Program Location Plan
 - **November:** Vote Capital Budget and Operating Budget, Spring Field Allocation
 - **February:** Discuss Potential Town Meeting and CCC
 - **April:** Construction starts on CC, Final Prep for Town Meeting
 - **June:** Summer Plan, Dover Days, Year End Evaluation, Commission Roles

Adjournment: Eric made a motion to adjourn at 7:28pm. Jennifer seconded the motion and the meeting was adjourned at 7:28pm following a 4-0 roll call vote.

Documents and Exhibits Used During this Meeting:

- **Park and Recreation Commission 8/31/2021 Virtual Meeting Slideshow** *(all specific items listed below)*
 - a. Park and Recreation Commission, June 3, 2021 Meeting Minutes
 - b. Weekly Bills Authorization Totals *(included verbatim)*
 - c. Caryl Building Update and Design Schedule
 - d. Tree Warden, Tree Removal Recommendations
 - e. Tennis Court Lights, Revolving Allocation Update
 - f. FY2022 Commission Meeting Schedule *(included verbatim)*