

Recreation Commission: February 1, 2023

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Minutes Approved: March 7, 2023

Meeting began at 7:07pm

Recreation Commission: Scott Jamison, Courtney Bittelari, Sarah Wengert

Minutes: Holly Mansfield

Mosquito: Sarah Hart

Agenda Topics:

1. Public Comments
 - a. No public comments
 - b. Scott inquired on how best to respond to comments on the Carlisle Facebook Page. Courtney mentioned that Recreation Commission cannot publicly respond to the comments as this is a violation of the Open Meeting Law. However, the Recreation Commission can respond with the date and time of the next Recreation Commission Meeting.
2. Correspondence:
 - a. None
3. Review of 12/7/22 Meeting Minutes
 - a. *Motion: Sarah made the motion to accept the December 7, 2022, meeting minutes. Courtney seconded. All in favor: Yes*
4. Field Maintenance
 - a. Scott is working with the Town Administrator, Ryan McLane to update the field maintenance contracts and put the contracts out to bid. The contracts expired in December 2022.
 - b. The field maintenance and organic maintenance contract will be for 3 years.
 - c. The process of going out to bid involves advertising the bid for two weeks, reviewing the contracts and taking a vote to award the contract.
 - d. Scott and Ryan will have the contracts ready to go out to bid in 1-2 weeks.
 - e. Currently, Michael Hightower has the contract and does plan to bid again in the upcoming cycle. RecCom will also reach out to additional companies to submit a bid.
 - f. In reviewing the field maintenance contract, RecCom should add maintenance to the Brick Building as well as the future Dog Park.
5. Town Report
 - a. The annual Town Report is due on March 10, 2023.
 - b. Scott will create a document that the Recreation Commission can add to and update. Each member can take a section to update.
 - c. Sarah agreed to oversee this task and review the 2022 meeting minutes to ensure that we have included all the necessary topics.
 - d. A draft should be complete by February 26th.
6. Master Plan
 - a. Julie Mercier sent an email inquiring if the Recreation Commission plans to provide any feedback on the Master Plan implementation matrix.
 - b. Holly forwarded the email and plan on January 3rd for the Recreation Commission to review and comment.
 - c. RecCom will review the plan and provide feedback to Scott. Scott will then reach out to Julie with the feedback.

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7. Site Walk Maintenance items

- a. After the site walk in fall 2022, it was noted that three areas need attention due to safety concerns.
 - i. The Diment Park bridge has a metal hinge that is broken. To repair the bridge we need hire a welder or look into replacement parts with the playground company. The bridge is currently roped off with caution tape. Scott is reaching out to a welder.
 - ii. The Rebounding Wall on Spalding Field is structurally sounds but needs approximately 10 4x8 sheets of plywood to be replaced. The rebounding wall will also need to be sanded and painted once the repairs have been made.
 1. Scott reached out to Sean Johnson for the repair work. Sean quoted the overall repair to be \$1,600.00
 - iii. The climbing wall on the mini play structure at Banta Davis is missing a board. Once the board is replaced the climbing wall will need to be sanded and painted.
 1. Scott reached out to Sean Johnson for the repair work. Sean quoted the overall repair to be \$500.00
- b. The repairs can be paid from the General Maintenance line item in the operating budget.
- c. *Motion: Courtney made the motion to accept the proposed quotes from Sean Jonson in the amount of \$1600.00 for the rebounding wall at Spalding Field and \$500.00 for the climbing wall on the play structure at Banta Davis. Sarah seconded. All in favor: Yes*

8. Boardwalk

- a. Steve Tobin from the Trails Committee suggested that RecCom start thinking about replacing all of the decking in the upcoming year.
- b. Scott reached out to Steve to schedule a site walk of the boardwalk. However, due to inclement weather, the site walk will be reschedule and Scott will report on this topic at the next meeting.

9. Diment Park

- a. As previously discussed, Scott is looking into hiring a welder to repair the hinge on the bridge.
- b. Looking ahead to spring, RecCom will discuss adding new sand to the sandbox as well as new woodchips.
- c. Sarah mentioned that the gate to the park on the school side has a hinge missing.
- d. In the long term, RecCom is looking into organizing a sub-committee review the needs of Diment Park. Sarah agreed to be the champion for this project. Scott will talk with Ryan on the appropriate steps to organize a sub-committee.

10. Dog Park

- a. In January 2023, Courtney, David Fisher and Holly met with the Planning Board to informally discuss the Dog Park project. The Planning Board had many questions and concerns regarding the maintenance plan, a noise study, legal concerns with building a dog park in town, etc. Courtney and David answered the questions and provided all of the requested information.
- b. Courtney and Holly then attended a virtual Planning Board meeting. There were some new members on the Planning Board that were not familiar with the project. The Planning Board offered feedback on the project as well as good suggestions to consider before the hearing in February.
 - i. The Planning Board suggested that a peer review should be required for this project. A peer review would involve hiring an engineer to review David Fisher's plans to ensure that all aspects of the project have been thoroughly planned.
 - ii. The Planning Board received solicited two quotes for the peer review. One quote came in from LandTech for \$4000 and a second quote from Nitsch Engineering for \$8000.

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- c. Courtney and Drew met with Julie to align on the scope of the peer review and determine if a full peer review is needed or if the peer review can be paired down to review only the necessary parts of the project.
 - i. The new quote for the revised scope is from LandTech for \$2400
 - ii. How to pay for this study is now being discussed.
- d. The hearing before the Planning Board will be held on February 13, 2023. The peer review does not need to be complete to have the project approved.
 - i. Courtney will present the plan that was proposed at Town Meeting and David Fisher will attend to review the detailed plans of the project.
- e. Regarding maintenance and dog waste in the park. Dog bag dispensers and trash receptacles will be available. The hope is that the dog park will be self-policed by residents. However, RecCom is prepared to address any issues that may arise.
- f. Lawhorn Irrigation did provide a quote to install a 1” water line from the well to the dog park. The quote is for \$18,838. This cost will be added to the overall cost of the project.
 - i. The water spicket will be low to the ground for ease in filling dog bowls.
 - ii. The requirement from the Stanton Foundation is that the water be potable for dogs. The water will be tested for quality.

11. Other

- a. The idea of building pickleball courts in the outfield of the baseball diamond at Banta Davis is being discussed. The land is currently cleared and level and would be an ideal location for pickleball courts.
 - i. This is a future capital project and Scott will reach out to Ryan to discuss the initial steps needed to introduce this project.

Meeting Adjournment:

Motion: Courtney made the motion to adjourn the meeting at 8:05pm. Sarah seconded. All in favor: Yes

Next meeting: Tuesday, March 7, 2023 at 7:00pm in the Brick Building