



**TOWN OF HUDSON
PARK COMMISSION
Division of Recreation**
Town Hall
78 Main Street
Hudson, MA 01749
978-568-9642

**PARK COMMISSION MEETING MINUTES
Friday, September 27, 2019
Town Hall – Selectmen’s Room at 8:00 am**

1. Call Meeting to Order

Mr. Chaves called the meeting to order at 8:03am. Members present were Mr. Chaves, Mr. Bowen and Mr. Roan. Also present: Mr. Santos, Mr. Hannon and Mr. Aponte.

2. Minutes to Approve:

A. Public Session – August 8, 2019

Mr. Bowen motioned to approve the minutes as written, seconded by Mr. Chaves and carries

Vote: 3 – 0, in favor

3. Citizens Issues / Special Interest Groups:

A. TBD

4. Personnel:

A. None

5. Director’s Report:

A. Mr. Santos stated the following:

Centennial Beach Renovation Project – All permitting had been completed, final desired building design had been completed and they were awaiting final project cost estimates prior to putting the project out to bid in order to ensure total project cost estimate did not exceed available funds.

Morgan Bowl Track – The wall work had been completed. Work was moving along on the track resurfacing and along with the Press Box Roof replacement and was scheduled for completion in the coming weeks.

Rec Travel Basketball – Last year there were two Travel Basketball programs in Hudson; Hudson Recreation’s program and the Hudson Hawks’ program. Both programs participated in and competed well in the Central Mass Youth Basketball League. A month or so ago, Hudson Recreation was approached by a group of parents from the Hudson Hawks’ group. They expressed a desire to partner with Hudson Recreation on running the Travel Basketball Program for the Town of Hudson. A meeting took place between both groups. After meeting with the group and after careful consideration, Hudson Recreation has decided it would take a step back from Travel Basketball this year, allowing the Hudson Hawks group to take on the role and responsibilities of offering Travel Basketball to any and all wishing to play Travel, while at the same time allowing Hudson Recreation to focus more on Recreational programs, such as Recreation Basketball, and other programs that align with our mission.

6. New Business:

A. Park Commission to review Recreation Master Plan –Scope of Work and make recommendations

Mr. Santos reviewed the Scope of Work as presented in draft form. The Park Commission had no comments. Mr. Santos requested that any comments or edits be submitted by the following week in order to be incorporated into the final version.

B. Hudson Youth Dek Hockey request to install new benches/boxes and demolish existing bench/boxes at the Warren Chamberlain Recreation Facility

Commissioners reviewed the proposed site improvements and stated that they'd support Hudson Youth Dek Hockey's proposal as shown. Stating further that although the operation of the rink is coordinated through Hudson Recreation the property is under the jurisdiction of DPW and that it would need to be presented to the Director of Public works for review and approval. The Commission stated that if approved by DPW Director all local and state building guidelines would need to be met when performing the work.

7. Old Business:

A. Determine Park Commission/Recreation Department project involvement with Smile2Play – Hudson Playground Project

Mr. Santos provided those in attendance with a summary of what had been discussed at previous meetings, an overview of what he had discussed with Mrs. Griffis from Smile2Play – The Hudson Playground Project to date and introduced Mr. Moses who he invited to the meeting in order to answer any questions the Commission had relative to their relationship with this group.

Mr. Chaves stated that he was specifically looking to find out how to handle the relationship between the Commission and the private 501c3 group.

Mr. Moses stated the following:

-A similar situation had occurred with both the Friends of the Library and Friends of the Senior Center

-If Commission wanted to weigh in on type of equipment and planning, then it would without a doubt become a public project subject to procurement laws in Chapter 30B and Public Works Construction. He explained the different thresholds of the Town of Hudson's 30B bidding requirements associated with goods and services; he explained the difference between horizontal and vertical construction under Public Works Construction projects, including the impact of prevailing wage on any such projects and suggested that statewide contracts be used if possible as the vendors listed on the state contract had already been fully vetted with the Commonwealth. He concluded that in general, if someone else is doing the work and there is no input, than the procurement rules usually don't apply.

Mr. Chaves asked Mr. Moses how the Park Commission could ensure the project site would be managed properly in order to protect the Town of Hudson from added risk and liability; assuming the Commission made the determination to allow the group to move forward with no direct input from the Commission and/or Recreation staff. Mr. Moses stated that the Commission has the right to request anyone performing work comply with any local, state or federal laws/safety guidelines as well set forth project guidelines and/or restrictions they see fit. He went on to say that they could not dictate what to buy, who to buy it from and who could install it (unless installation is done in house via DPW).

Mr. Chaves stated that the DPW although very supportive, is extremely busy and has many other projects going on. Therefore he did not feel it appropriate to ask DPW to install something of this nature.

Discussion followed.

Mrs. Griffis stated that she wanted to know the Park Commissions position on the Smile2Play –The Hudson Playground Project proposal as well as the type of relationship they'd like to develop with her group as soon as possible. Stating further that she did not want to send her supporters and those interested in providing financial assistance a mixed message relative to the level of commitment and support they may receive from the Town and/or Park Commission in moving the project forward.

Mr. Chaves stated that future maintenance costs would need to be examined and perhaps the group should also be raising funds for expected future maintenance costs. Mrs. Griffis stated while that was not part of their original plan, if required by the Commission they'd look into doing so however it

was her opinion that the Town should be open to supporting the future maintenance costs if the playground was built and installed at zero cost to the tax payers. Mr. Moses briefly explained the budgeting process highlighting some of the challenges often met by substantial budget increases by individual departments. Mr. Santos stated that the upcoming Beach Renovation Project was designed in such a way to limit maintenance costs in order to best reduce the impact to tax payers. Mr. Chaves stated that Beach is very different from this proposed project as the beach has a means of generating funds, should additional costs be realized. Mrs. Griffis stated again that they could consider raising additional funds for future upkeep as well as look into initiating a “Friends of” group who could be charged with certain tasks such as funding future playground upkeep. Mr. Bowen stated that he would like to work on developing general guidelines, restrictions and requirements so that the group could get a better understanding of how to proceed and what would be expected of them by the Town and/or Park Commission. Mr. Santos asked the Commission what level of involvement they’d like to have in project. Mrs. Griffis asked how her group could gain the trust of the Park Commission in order to proceed as they had originally requested in hopes of completing this project for the community. Mr. Chaves stated that the Park Commission should be doing everything possible to move forward in finding a suitable location for the group, while creating a list of guidelines, requirements, restrictions and any other items needed for the group to execute their project with no involvement from the Park Commission. Mrs. Griffis stated that she would provide contacts for folks in Chelmsford MA who recently went through a similar process to build a community playground. Mr. Bowen asked Mr. Santos to start developing guidelines for review at the next meeting, stating further that he was OK with non-involvement from the Park Commission and Recreation staff in the planning, design, procurement and installation of the playground. Discussion ended.

8. Communications and/or Correspondence to be noted by Commissioners:

A. Response from Attorney Cipriano regarding renaming of Riverside Baseball Field
Park Commission reviewed the information received from Attorney Cipriano. Commission decided to hold off on the official field renaming until the spring of 2020, where it could be incorporated into at HHS baseball game. Mr. Santos stated that he would reach out the company that created the current field sign to have a redesign (incorporating Guidotti Field) and quote completed for a the new sign.

Announcements/Adjournment

Park Commission discussed sending Mr. Santos availability via email for their next meeting.

Mr. Chaves motioned to adjourn the meeting at 9:48am, seconded by Mr. Roan and carried...

Vote: 3 – 0, in favor

Motion to Approve:	Mr. Bowen
Second:	Mr. Chaves
Vote:	3 – 0, in favor
Date:	October 25, 2019