



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

**PARK COMMISSION MEETING MINUTES
Thursday, November 21, 2019
Town Hall – Selectmen's Room at 8:00 am**

1. Call Meeting to Order

Mr. Chaves called the meeting to order at 8:02am. Members present were Mr. Chaves, Mr. Bowen and Mr. Roan (arrived at 8:29am). Also present: Mr. Santos and Mr. Hannon.

2. Minutes to Approve:

A. Public Session – October 25, 2019

Mr. Bowen motioned to approve the minutes as written, seconded by Mr. Chaves and carried
Vote: 2 – 0, in favor

3. Citizens Issues / Special Interest Groups:

A. None

4. Personnel:

A. Park Commission to consider Fall/Winter Seasonal Staff

Mr. Bowen motioned to approve the seasonal employees as presented to be submitted to the Board of Selectmen for confirmation, seconded by Mr. Chaves and carried

Vote: 2 – 0, in favor

5. Director's Report:

A. Centennial Beach Renovation Project Update

Mr. Santos provided the Park Commission with a project update stating that the cost estimates for the buildings were much higher than originally expected. Stating further that he and the building committee were working with Weston & Sampson to look at alternative building options however this could take several weeks to finalize. Mr. Santos asked for the Commissioners input on whether or not they'd prefer to hold off on actual construction until the fall of 2021 rather than starting in the spring, stopping during the beach season and then restarting in the fall again.

Mr. Chaves stated that he felt we should wait until the fall to begin the construction phase of the project due to the uncertain number of viable working weeks during the spring construction season.

Mr. Bowen stated that he was open to a fall 2021 start date but wanted to see the project go out to bid this coming winter, so that we would be guaranteed to start no later than the fall of 2021, with a total project completion date of no later than spring of 2022.

Mr. Chaves encouraged the Recreation Staff to work with Weston & Sampson to do complete some minor project items or site improvements this coming winter and spring in order to move the project along but to hold off on the major construction phase as previously mentioned. Discussion followed. Mr. Bowen and Mr. Roan stated that they also supported this plan.

B. Recreation Master Plan

Mr. Santos informed that Park Commission that the master plan was well underway and moving along according to schedule.

C. Morgan Bowl Track & Wall Project

Mr. Santos informed that Park Commission that the project was 100% complete and that all vendors had been paid for work performed.

6. New Business:

A. Park Commission to review current SOP's and Policies for future updates

Mr. Santos asked the Park Commission to begin reviewing the currently SOPS, Rules, Regulations and Policies so that they could begin updating said documents in early 2020.

B. Park Commission to discuss guidelines for Smile 2 Play – Hudson Playground Project

Mr. Santos stated that he had not yet created a set of guidelines and/or restrictions for the Park Commission to review relative the MOU/MOA between the Commission and Smile 2 Play – The Hudson Playground project. However, in the coming weeks he hoped to begin discussions with town officials in Chelmsford MA who were involved in a similar project of scope and size, to get a better understanding of how they collaborated with the non-profit group in their community.

Mr. Santos asked the Commissioners to individually email him any information they felt would be important to be included as part of the MOU or MOA.

7. Old Business:

A. FY2021 Budget Update

Mr. Santos informed the Park Commission that there may be some changes to the FY21 budget based on the EA's recommendations, stating further that he would email the Commissioners the final budget to be approved by the Board of Selectmen in the coming weeks.

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

None

Announcements/Adjournment

Next Park Commission Meeting TBD

Mr. Chaves motioned to adjourn the meeting at 8:53am, seconded by Mr. Bowen and carried...

Vote: 3 – 0, in favor

Motion to Approve: Mr. Bowen

Second: Mr. Chaves

Vote: 3 – 0, in favor

Date: January 15, 2020