

HOPKINTON ATHLETIC FIELD SUB-COMMITTEE

Tuesday, January 17, 2017

8:00 AM

Central Office Conference Room

MINUTES

Sub-Committee Chair Dee King opened the meeting at 8:10 am with the following present:

Members:

Also Present:

Dee King, Chair
Jean Bertschmann
Evan Bishop (absent)
Kelly DePaolo (remote participation)
Jon Graziano
Ed LeFlore (remote participation)
Dr. Cathy MacLeod (arr. 8:15 am)
Amy Mick (absent 8:52 – 9 am)
Al Rogers
Jon Schwartz
Jim Valis

Brian Herr, Board of Selectmen Liaison (left at 9:15)
Mike Manning, Appropriations Liaison (absent)
Jessica Shea, Capital Improvements Liaison (absent)

Also present: Dan Terry, Parks and Recreation Commission (left at 9:03).

I. Call to Order

Chair Dee King called the meeting to order at 8:10 am.

II. Public Comment

None at this meeting.

III. Approval of Minutes

On a motion made by Jon Schwartz, seconded by Amy Mick, the Sub-Committee voted to approve the minutes of January 4, 2017.

Vote: Favor: 9 Oppose: 0 Abstain: 0 Absent: 2 (Evan Bishop, Cathy MacLeod)

IV. New Business

A. Meeting Schedule

The Sub-Committee set the following meeting schedule:

January 31, 2017, Central Office Conference Room, 8:00 am
February 14, 2017, Central Office Conference Room, 8:00 am
February 28, 2017, Central Office Conference Room, 8:00 am
March 14, 2017, Central Office Conference Room, 8:00 am
March 28, 2017, Central Office Conference Room, 8:00 am
April 4, 2017, HHS, 7:00 pm – Second Public Forum (date tentative)
April 11, 2017, Central Office Conference Room, 8:00 am
April 25, 2017, Central Office Conference Room, 8:00 am

May 9, 2017, Central Office Conference Room, 8:00 am
May 23, 2017, Central Office Conference Room, 8:00 am
June 6, 2017, Central Office Conference Room, 8:00 am
June 20, 2017, Central Office Conference Room, 8:00 am

B. Public Form Debrief

The Sub-Committee reviewed the feedback gathered and questions generated at the Public Forum. The feedback on the presentation by Gale Associates was positive. Questions will be categorized by the break-out group topics, and addressed by those groups. Based on the questions asked at the forum regarding field usage, the Sub-Committee supported a suggestion made by Kelly DePaolo to schedule a forum with coaches and presidents of local youth sports organizations to gather feedback on usage, needs and re-distribution of teams across existing fields. Dee King will schedule the forum.

C. Discussion with Parks and Recreation

Dan Terry, Parks and Rec Commissioner, attended the meeting to share insights regarding potential field usage, lessons learned in developing Fruit Street Fields, and maintenance costs. By general consensus, the Sub-Committee agreed that Jon Graziano, Amy Mick, Jean Bertschmann, Cathy MacLeod, Dee King and Dan Terry will research how other towns manage multiple fields, and make some recommendations for a structure for maintenance and rentals that will support both organizations and maximize the value to the town.

D. Communications Plan

Jon Schwartz outlined the options for website, Facebook, Twitter pages to provide easy access to information for the public. He will present a draft of each at the next Sub Committee meeting.

V. Old Business

A. Designer Selection Process

The Sub-Committee reviewed the options presented by Ralph Dumas for Designer Selection. By general consensus, the Sub-Committee agreed that the most responsible approach would be to issue an RFP and review submissions by Gale Associates as well as Warner Larson. Jon Graziano and Ed LeFlore will work with Ralph Dumas to create a draft for the Sub-Committee to review at the next meeting.

On a motion made by Jean Bertschmann, seconded by Jon Graziano, the Sub-Committee voted to adjourn the meeting.

Vote: Favor: 9 Oppose: 0 Abstain: 0 Absent: 2

The meeting was adjourned at 9:17 AM.

Documents reviewed:

Minutes of January 4, 2017 meeting