

HOPKINTON ATHLETIC FIELD SUB-COMMITTEE

Wednesday, January 4, 2017

8:00 AM

Central Office Conference Room

MINUTES

Sub-Committee Chair Dee King opened the meeting at 8:05 am with the following present:

Members:

Also Present:

Dee King, Chair
Jean Bertschmann
Evan Bishop
Kelly DePaolo (arr. 8:13 am)
Jon Graziano (remote participation 8:09 – 9:16 am)
Ed LeFlore
Dr. Cathy MacLeod
Amy Mick (arr. 8:37 am)
Al Rogers
Jon Schwartz
Jim Valis

Brian Herr, Board of Selectmen Liaison
Shahidul Manan, Appropriations Liaison (absent)
Jessica Shea, Capital Improvements Liaison (absent)

Also present: Director of Finance, Ralph Dumas; Gale Associates, Kathy Hervol (left at 9:03).

I. Call to Order

Chair Dee King called the meeting to order at 8:05 am.

II. Public Comment

None at this meeting.

III. Approval of Minutes

On a motion made by Jon Schwartz, seconded by Evan Bishop, the Sub-Committee voted to approve the minutes of December 12, 2016.

Vote: Favor: 8 Oppose: 0 Abstain: 0 Absent: 3 (Kelly DePaolo, Jon Graziano, Amy Mick)

IV. New Business

A. Designer Selection Process

HPS Director of Finance, Ralph Dumas, outlined the options for designer selection to the Sub-Committee. Building a new field is considered a “horizontal” Public Works project under MGL. Ch. 30-39(m). As such, there is no requirement that the district conduct a public Design Selection Process, although it may do so if that approach is preferred by the Sub-Committee and School Committee. Ultimately, the School Committee will select the design firm.

The three options for selecting a project designer are:

1. Select a preferred designer, obtain a price proposal, and negotiate an agreement.

2. Request price proposals from multiple firms, review the proposals, select a preferred designer and negotiate an agreement.
3. Utilize the public Design Selection Process, and solicit qualifications from any/all firms interested in submitting a proposal.

B. Discussion with Parks and Recreation

The Parks and Recreation Chair did not attend the Sub-Committee meeting, so this item will be postponed to a future agenda.

C. Break-Out Group Reports

The Break-Out Groups for the Public Forum will be as follows:

Comparable District Facilities and HPS Usage: Jean Bertschmann, Evan Bishop, Kelly DePaolo, and Dee King. Kelly will take notes on the public feedback and questions in this break-out group. Information presented will include a slide show of fields in other Tri-Valley districts; spreadsheet of usage, rentals, and revenue from other districts; and information regarding current and potential HPS usage.

Community Usage/Potential Usage/Community Partners/Cost and Revenue: Jon Graziano, Amy Mick, Jon Schwartz, Jim Valis. Amy Mick will take notes on the public feedback and questions in this break-out group. Information presented will include potential options for rental to outside groups, usage by town groups and organizations.

Natural Turf/Synthetic Turf: Brian Herr, Kathy Hervol, Ed LeFlore, Cathy MacLeod. Dr. MacLeod will take notes on the public feedback and questions in this break-out group. Information presented will include options for synthetic turf infill, as well as updated information regarding improved maintenance and preparation of natural grass fields.

V. Old Business

A. Public Forum Planning/Presentation

Kathy Hervol, of Gale Associates, presented a draft of the powerpoint presentation for the January 10 public forum. The Sub-Committee reviewed the slides, and recommended additional information for inclusion. The Sub-Committee discussed the format and structure of the public forum. By general consensus, the Sub-Committee agreed that opening remarks/introduction would be made by Dr. MacLeod and Dee King; the slideshow/project presentation would be made by Kathy Hervol and Sean Boyd; break out groups (as described above) would be conducted in two sessions; and the attendees would be invited to gather back together for final questions and next steps.

On a motion made by Jon Schwartz, seconded by Ed LeFlore, the Sub-Committee voted to adjourn the meeting.

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

The meeting was adjourned at 9:16 AM.

Respectfully submitted,

Dee King, Chair

Documents reviewed:

Minutes of December 12, 2016 meeting

