

TOWN OF DEDHAM

Park & Recreation Department

Dedham Recreation Center
269 Common Street
Rec 781-751-9250
Pool 781-461-5991
Fax 781-461-5985



Robert Stanley
Park & Recreation Dir
Debra Anderson
Asst Dir/Program Dir.
Tracey White
Administrative Assoc

The Dedham Recreation Master Plan and Open Space and Recreation Plan Update Steering Committee held its third Steering Committee meeting on Tuesday, February 28, 2017 at Dedham Town Hall from 7:00 – 9:15 PM
The purpose of the meeting included:

- Report-Out:
 - Recreation Master Plan progress
 - Open Space and Recreation Plan update
- Public Workshop logistics
 - Format/Timing
 - PowerPoint presentation
 - Facilitated work groups
 - Survey
- Open Discussion

Report-Out...Recreation Master Plan

- Justin Robertshaw provided a hard copy and further explained the preferred layout for the Recreation Master Plan. Steering Committee members asked when can they begin to see some drafts populated with Dedham data. Justin indicated that once the User Group interviews begin, and facility assessments continue, drafts will begin to evolve...currently data is strictly Project Team observations.

Report-Out...Open Space and Recreation Plan Update

- Craig Pereira discussed the status of completed work for the upfront sections of the Plan...Sections 3 – 5. Section 3 – Community Setting is near complete, with coordination with Water/Sewer/Buildout remaining. Section 4 – Environmental Inventory and Analysis has been initiated...coordination with Stephanie Radner will be necessary to complete this section. Section 5 – Inventory of Lands of Conservation and Recreation Interests is also in progress. Having just received GIS data files in a usable format last week from the Town, has delayed progress. Craig continues to work through the data received, and comparing it to the data included in the existing Plan to correlate what is needed for the Plan update. In addition, there are several gaps with the Inventory of Facilities received from Bob Stanley and the GIS data received. The GIS data received is dated (2009), and will likely require editing. Craig will schedule a meeting with Stephanie Radner and Jon Briggs to work through resolving some of the data

issues/understanding. A Steering Committee member asked why members have not been contacted to discuss updating the upfront sections of the Plan. Craig stated that once the data gets resolved, that will happen rather quickly.

Public Workshop Logistics

- Format/Timing
 - Workshop is confirmed for 7:00 – 9:00 PM Tuesday, March 7, 2017 at the Dedham Middle School.
 - Bob Stanley indicated the Constant Contact eblast did not go out on Friday, March 24 as expected...due to the site being down. He will send another eblast out today to the Stakeholders. Craig will modify the eblast to indicate that children are welcome to attend.
 - Bob Stanley will reach out to Dedham Times requesting an article. Bob will also reach out to schools for potential 'robo' calls.
 - Tracey White will have the space available for setup by 5:30 PM that day.
 - The Steering Committee will provide refreshments for the event.
 - Attendees will arrive at Welcome Table where they'll sign in, provide emails, get a nametag and a colored agenda, to disperse groups representing a specific constituency.
 - While waiting for the presentation to begin, attendees will be directed to the 'Where do you live...where do you recreate' area. This is intended to be a 'quick filler' activity so we can better understand what neighborhoods in town are represented at the event. This will be staffed as well.
 - There will also be a 24x36 board announcing the availability of the Town-wide Survey (which will be open on that day), with the link to the online survey. Board will also indicate the Project Website link. Craig will also print out business cards with same data as a take-away. Craig will provide an additional 30 copies to be distributed at Town Hall, Library and Senior Center.
 - Presentation will begin in Auditorium at 7:00 PM.
 - Bob Stanley will open the meeting and then turn it over to Craig.
 - There will be a children's area (with activities) during the presentation and also during the facilitated work groups.
 - Craig will provide a set of print-outs (10 copies) of the powerpoint...if more are needed, folks can email the Project Team.
 - Anticipated wrap up – 30 minutes.
 - Several 'hot button' issues were identified by the Steering Committee (Heritage Rail Trail)...hence the color coded agendas, to filter these folks out.
 - Project Team will provide full powerpoint presentation to Steering Committee for approval by Friday morning, with review/approval back to Project Team by COB Monday.
 - Break...there will be a 5-minute break while we move people to the Cafeteria for the facilitated work groups.
 - Facilitated Work Groups
 - Project Team Facilitators:
 - Craig Pereira (HW)
 - Nate Kelly (HW)

- Krista Moravec (HW)
 - Patrick Kelly (HW)
 - Art Eddy (BDG)
 - Justin Robertshaw (BDG)
- Steering Committee Volunteer Alternate Facilitators (dependent upon the crowd that shows up)
 - Jon Briggs
 - Jim Maher
 - Bob Stanley
 - Tracey White
- Facilitator Guides will be provided to guide the discussion
- We'll be asking 3 questions...
 - What is the Town doing well?
 - What can the Town do better?
 - What is the Town not doing? (requested revision by Steering Committee)
- There will also be a children's area for this piece as well.
- Anticipated wrap-up – 60 minutes (8:45 PM).

Town-wide Community Open Space and Recreation Survey

- Craig provided copies of the draft community survey, to be available the day of the Workshop, and requested the Steering Committee review and provide final comments by COB Thursday. Much discussion followed regarding Question #14...In which part of town do you live? Steering Committee members commented that some folks may not know where to associate themselves in this manner. For consistency with the language in the existing Plan, as well as the Master Plan, we'll keep these identified areas of town, and add an 'other' option.

User Group Survey

- Independent of the Town-wide Community Survey, Birchwood Design Group presented a User Group-specific survey they will utilize as part of their interview process to better understand the comprehensive functionality of community facilities. Birchwood would like to the Steering Committee to review and comment by COB Thursday, so they can distribute to the Stakeholders List prior to the Workshop as a precursor to their individual interviews.

Open Discussion

- Steering Committee members commented that the Stakeholder's List is still Incomplete, and requested Bob send it back around via Basecamp so folks can add to the list. Tracey White provided the following individual names/emails affiliated with the Land Trust for inclusion on the list:
 - Ned Watts (nedwatts@mac.com)
 - Barb Emery (btemery3@gmail.com)
 - Polly Pierce (trillium6@comcast.net)
- Steering Committee member requested to alphabetize the Steering Committee

membership on the Landing Page of the Project Website.