

**Dawson Recreation Complex Committee**  
Recreation Department Conference Room  
1420 Main Street Holden, MA  
January 11, 2023  
Minutes

**Attendees:** David White, Stephanie King, Assistant to Town Manager, Peter Lukes, Town Manager, Brandon Kunkel, W&S, Amanda Gaal W&S, Don Graves, Jason Gaumond, Jason Villnave, David Murphy, Margaret (Peg) Daley.

**Absent:** Sean Xenos, Angela Greene, Recreation Director

**Call to Order:** 7:00pm by Stephanie King

**Election of Officers**

Attendees introduced themselves. Stephanie asked for a nomination or volunteer to be Chair of the Committee. David White volunteered to be Chair and gave a brief resume of volunteer positions he has held in Holden. Stephanie asked for other nominees; hearing none Stephanie

**Made a motion to appoint David White as Chair** of the Dawson Recreation Complex Committee. All in favor.

David Murphy volunteered to be Vice Chair. Stephanie asked for other nominees; hearing none Stephanie

**Made a motion to appoint David Murphy as Vice Chair** of the Dawson Recreation Complex Committee. All in favor.

**A motion was made by Stephanie King to appoint Margaret “Peg” Daley as Secretary** of the Dawson Recreation Complex Committee. All in favor.

Stephanie passed out the document named Executive Action 2022-23 Town of Holden Dawson Recreation Complex Committee defining the purpose, function, duties and organization of the Dawson Recreation Complex Committee.

Stephanie King left the meeting at this time.

**Discussion:**

Brandon Kunkel, RLA Project Landscape Architect and Amanda Gaal W&S, presented an overview of the project. Copies of the Master Plan were passed out and reviewed.

There will be bi-weekly meetings with Town Manager Peter Lukes to begin the following schedule:

1. Establish design
2. Construction permit
3. Set a target date

4. Topographic mapping
5. Create comprehensive map with a more detailed plan.
6. Establish milestones

David White asked what the current contract between the Town of Holden and W& S includes such as: design, permit and building, and field survey, among other items. The contract does include utilities for a build out.

When the survey, which started in mid-November is completed and delivered, a project schedule will be developed; it is possible the town may begin clearing the land to be more cost effective.

Patrick Wood, Town Engineer is making sure Town Standards are being met.

Amanda Gaal discussed the project's priorities and the town goals and Holden's need for more playing fields since there is a deficit. All fields will have lights to maximize playing time. The T-ball field will be natural grass, the bases on the multi-use- field can be moved. W&S has looked at artificial turf issues and will examine possible health concerns. The conceptual design will discuss materials; nothing is finalized.

There will be several phases to the project:

Phase 1: trails – amenities need to be studied and determined

Phase 2: bridges and boardwalks

David White suggested we consider land swap between DCR and Town. DCR would have to approve.

Research will be done regarding natural grass vs artificial turf and irrigation cost/benefit analysis will be completed. The use of drought resistant and foot traffic resistant materials and plants when selecting landscape materials is recommended.

Members discussed whether or not to hire a project manager; this would have to be approved by the Town Manager. The project budget is \$7 million; first \$5 million will be borrowed and \$2.5 million will be borrowed from State Arbor Funds.; an owner's contingency is needed. The Recreation Director will be part of the process as an ex-officio member of the Committee.

The question arose as to whether 100 Industrial Drive property can be an access point and provide additional parking. This would need to be approved by the Town Manager.

David White suggested next meeting in 2 weeks. Tuesday 1/24/23 at 7:00 PM

**Motion to adjourn** made by Peg Daley at 8:37 PM. All in favor.