

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

April 18, 2011 7:00 PM

Members Present: Steve Blake (Chairman), Pat Inderwish, Bob Monk

Members Absent: Richard Shaw

Guests: Karen Barber, Julie Taylor (Girls' Softball), Chris Rucho, Michael Kane (The Banner), Beth Manjarrez (Womens' Softball)

Public Hearing

The agenda on the meeting notice did not include the continuation of the March 21st public-hearing. The continuation was rescheduled to April 26th at 7:00.

Minutes to Approve

- Motion Originator: Pat Inderwish
- Motion Description: Approve minutes February 21, 2011
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Treasure's Report/Bills to Approve

Bob has made three deposits into the field account since the last meeting (Girls' Softball / \$2080, Little League / \$3020, and High School / \$940). He also deposited \$275.00 into the recreation account.

- Motion Originator: Pat Inderwish
 - Motion Description: Approve payment of Rocky's Ace Hardware invoice \$35.98.
 - Motion Seconded: Bob Monk
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved
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- Motion Originator: Pat Inderwish
 - Motion Description: Approve payment of Telegram invoice \$48.00.
 - Motion Seconded: Bob Monk
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved
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- Motion Originator: Pat Inderwish
 - Motion Description: Approve payment of Karen Barber invoice \$356.02.
 - Motion Seconded: Bob Monk
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved

Parks & Recreation Coordinator

Karen provided the board with an update on the current recreation offerings. The egg hunt was held this past Saturday at Pride Park. A floral arrangement class is being held next Thursday, April 28th. The YMCA Camp Harrington program will again be offered to town residents at a discounted rate. Fliers for the camp will be sent home thru the schools. Pat stated that the US

Tennis Association offers programs at no cost. Pat suggested that the board look at what the association has to offer, instead of for-profit programs. The board will review and discuss the job description for the recreation coordinator at the next meeting.

Parks Facilities/Maintenance Items

The board members are to walk the facilities (individually) and provide recommendations for signage at the next meeting. Pat will have quotes and drawings for the flagpole for Goodale Park for the next meeting. Installation and lighting for the flagpole will be provided by the town.

Pat stated that better documentation for work requests for park facilities is needed. The Town Administrator is currently serving as the DPW Director, until the position is filled. The maintenance requests need to be more formalized and prioritized by the Parks Commission. The board reviewed a form which was used in the past for maintenance requests. Karen will contact Karen Pare about getting an electronic maintenance request form posted on the town's website.

Tim Shea is trying to arrange the trial court program to assist with moving the skating rink boards into the Mixer Building. Pat stated that there is still money available in the DPW budget, for the seasonal part-time employee. Steve questioned how much money remained and if there is enough to bring someone on. Steve will discuss the matter with the Town Administrator.

Facility Requests

The Girls' Softball League would like to use the concession stand at the Softball Field to sell prepackaged foods. Pat told Julie to check with Barbara Mard for the Board of Health. There will be additional trash with selling the snacks, which the league will need to attend to. The racking of the fields was discussed. Julie suggested putting a rack in the job box and asked if she could give the combination to all of the coaches. Julie stated that the High School has not been racking the fields. Steve will discuss this with the Athletic Director. Julie asked if the league could line the infield for their games. Chris stated that the Little League has been doing this for years. Pat suggested that Steve check with the Town Administrator, just to confirm that it is not an issue.

- Motion Originator: Pat Inderwish
- Motion Description: To amend and approve the Girls' Softball permit to include use of the concession stand.
- Motion Seconded: Bob Monk
- Motion Discussion: Pat noted the stipulation that league is to contact the Board of Health. Steve noted that the sink is not to be used.
- Motion Approvers/Disapprovers: All Approved

The West Boylston Arts Foundation has submitted a request for use of Goodale Park, stage area and track for the summer concert series.

- Motion Originator: Pat Inderwish
- Motion Description: To approve WB Arts Foundation's request as submitted
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen Breen has advertised the tennis clinics that she had presented to the board at the March 21st meeting. Pat stated that the board needs more information and details. The clinics, which would be sponsored by the board as part of the recreation program, have not been approved by the board. Karen stated that she has not received any registrations and asked if there is a minimum enrollment required for the clinics. Steve will contact Jen and request something in writing on the clinics and the board will vote on the clinics at the next meeting.

The Womens' Softball League has submitted a request for field use (Mixer, Townsend, B and Girls' Softball) on Wednesday nights during June, July and August. Their insurance certificate was provided with the request, but expires in June. Beth asked for clarification as to why the adults pay more than the children, noting that the fee has increased considerably in the last few years. Pat stated that the fee was set at the last fee hearing held by the board and that the cost of maintaining the fields increases every year. Pat explained that the board receives zero funding from the town and that only a small amount of town funding is given to the DPW. The maintenance has to be funded thru user fees. Steve explained to Beth that it comes out to be about \$2.00 a game per adult and that it is not an exorbitant amount. Beth asked if she could be notified if the High School season is extended due to playoff games. Pat stated that if the board is notified, they will let her know.

- Motion Originator: Pat Inderwish
- Motion Description: To approve Womens' Softball usage request, contingent upon receipt of (2011) insurance certificate and payment of fees.
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Parks Facility Committee Update

Pat provided the board with the current status of the courts project. The contractor has agreed on a partial use agreement for the High School tennis team, based on their practice and game schedule. The donation bricks have not yet been delivered. The electrician has made the readjustments to all of the lighting. There is still work to be done on the project and the courts can not be open to the public at this time. The opening day celebration is tentatively scheduled for May 21st, with a rain date of May 22nd. The event will include the youth tennis programs run by the US Tennis Association (with assistance for the Holden Towers Tennis Club) on two of the tennis courts. The third court will be available for adult use. WB Youth Basketball is organizing activities for the day. The WB Arts Foundation has arranged for a clown and a bouncy house and the Little League will run the concession stand. The Townsend and "B" fields will be closed for the day.

High School Parking Agreement

Pat has worked on the parking agreement with the high school and will provide a report at the next meeting.

New Business

Steve has contacted Polar Beverage in regards to purchasing 55 gallon plastic drums from them, to be used as trash receptacles. Polar sells the drums for \$5.00 each and the tops will need to be cut off. Chris cautioned against having too many, which will make it time consuming for emptying.

- Motion Originator: Pat Inderwish
- Motion Description: To approve a sum, not to exceed \$60.00 for trash receptacles.
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The Town Administrator has put articles on the town meeting warrant for funding of Parks related matters. They are \$6,800.00 for the second half of the bleacher repairs, \$6,000.00 for fencing at the summer house and funds to repair the roof of the summer house. Pat questioned why CPA funds are not being used for the roof and will contact the Town Administrator regarding the matter.

Steve has obtained quotes for the grub control and fertilization. This will be further reviewed at the next meeting.

Richard Phelps has ordered 50 yards of playground mulch for Pride Park. There are many fasteners that are missing from the equipment which need to be replaced.

Steve has an estimate from Orciani Welding of \$75 to \$100, to have the soccer goal repaired.



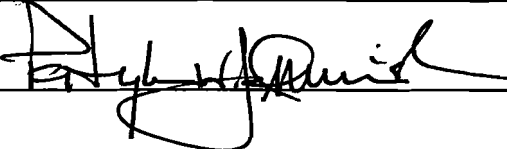
- Motion Originator: Bob Monk
- Motion Description: To approve a sum, not to exceed \$100.00 for repair of the goal.
- Motion Seconded: Pat Inderwish
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

An additional port-a-toilet will be needed for the court opening celebration.

- Motion Originator: Pat Inderwish
- Motion Description: That only court opening activities are to be held on the Townsend and "B" fields on May 21st and 22nd.
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meeting: May 16, 2011 7:00 PM

- Motion Originator: Pat Inderwish
- Motion Description: To adjourn
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

DATE: 06-27-11