

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

July 26 2011 7:00 PM

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

Members Absent: None

Guests: Karen Barber, Silvio Baruzzi, Mark Baldi

Minutes to Approve

- Motion Originator: Pat Inderwish
- Motion Description: Approve minutes for April 26, 2011 meeting
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Treasure's Report

There have been no deposits made since the board's last meeting. There are two checks for the tennis lessons that have been received but not deposited. There is a check for the tennis program that has been misplaced. Karen will contact the individual and get back to Bob Monk regarding the matter.

Steve has spoken with the Town Administrator regarding the outstanding fees for the high school students. He has suggested that the board send invoices to the students. Richard will get the names from the Athletic Director of the students who still owe for 2010/2011. Richard will speak with the new School Superintendent and the Athletic Director on how to tighten up the process of collecting the fees. Bob will contact the Town Accountant about generating invoices.

Parks & Recreation Coordinator

Karen has put together an information packet/brochure on the recreation programs. Steve suggested to Karen that she meet with Jen Breen to discuss the programs and set dates for them. Pat suggested that Karen look into including a CPR/First-Aid course and a hunter-safety class. Pat also suggested including a code of conduct being included in the brochure.

A second session for both the children and the adult tennis lessons is being offered. There are currently only three people registered and there is a minimum of 10 for each group.

Steve will obtain an electronic copy of the memo from the Town Administrator, regarding the development of and maintaining the recreation programs.

Parks Facilities/Maintenance Items

The board discussed with Silvio Baruzzi (newly appointed DPW Director) the items which currently need to be addressed. The first being the additional pitching mound at the Mixer Field and discussed whether a portable mound would be a feasible option. Richard suggested that with the field being in such poor condition, that the mound be removed from the current to-do list. The original request was from a previous year and Richard stated that if the Little League is still looking for, they can re-approach the board.

Pat explained the donation/naming process for the flagpole at Goodale Park and that the old pole had been removed during the construction of the courts. Pat stated that the board is looking to have the DPW do the installation. Pat will forward to Silvio the information that he has put together for the pole.

There is funding in the DPW budget for a part-time Parks employee. The board would like to see someone hired as soon as possible.

A handicap ramp needs to be installed in front of the bleachers at the All-Purpose Field and hopefully can be completed before the fall season.

Silvio explained to the board that he has contacted the town's waste management provider and is getting 12 sets of recycling & trash bins to be placed at the parks facilities. Mark Baldi suggested that the Boy Scouts may want to get involved with the returnables. Silvio has contacted a few companies regarding the poison ivy at Mixer, which will probably need three applications (cost of several hundred dollars each). He has checked with the DCR and they have no policy. Silvio stated that the Selectmen and abutters will need to be notified of the plans to treat the poison ivy. The field will need to be closed for a week. Silvio noted that there is also poison ivy at the Goodale fields and the summer house.

- Motion Originator: Pat Inderwish
- Motion Description: Allocate sum not to exceed \$1,000 for DPW to take care of poison ivy at Mixer and other facilities.
- Motion Seconded: Richard Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The Town Administrator has quotes for fencing to be installed along the wall at the summer house. Steve has not heard from Assabet Vocational High School as to whether they would be able to do repair work to the roof of the summer house.

The planks for the bleachers have been received. Steve wants to begin the work in August (3rd or 4th week). He stated that it should take about a week to complete the project. Pat expressed concern if the bleachers are under construction and taped off, while an activity/game occurs.

Steve informed that the grass trimming, which is sometimes done by the Trial Court program, can get left behind and goes unaddressed. Mark Baldi asked that the area adjacent to the new gate be mowed. Steve noted that the new gate needs a padlock. Pat stated that the door to the storage section of the Little League concession stand was left open. Pat was notified of the matter by the police department. Pat explained that a solution is needed to address the poor condition of the Sr. Baseball Field; which is in use, unless it is covered by snow. Pat explained the role of the Parks Facility Committee to Silvio and that one of their goals is a practice field at the Pine Grove. Silvio explained that he is trying to concentrate on safety issues and then will focus on protecting the facilities so they do not fall apart and address maintenance needs. Pat stated that there previously were two full-timers assigned to the Parks maintenance and that the DPW and the Parks Commission need to get the second full-timer returned. Pat stated that the facilities are in poor condition and are not getting the attention that they need.

Facility Requests

Mark Baldi explained that the Arts Foundation Youths Rock event that had been scheduled for Aug 6th was changed to Aug 7th (Sunday), to accommodate the headlining performer. The foundation would like to have another concert on the 6th. The Youths Rock on the 7th is an all day event, with a number of activities planned. Mark stated that there will be a rock climbing tower. The tower will be delivered on a flatbed and the options for its location and the dunk tank were discussed. Mark stated that he would like to have water (some sort of sprinkler) to keep people cool. Pat asked if there were plans for additional restroom facilities, to handle expected attendance. Mark informed that they do have an event manager for the day and he is meeting with him tomorrow (Steve will join them).

- Motion Originator: Richard Shaw
- Motion Description: To add Aug 6th (Saturday night) to the Arts Foundation schedule.
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The High School Athletic Director has submitted request forms and schedules for the fall. The board has two concerns with the school's schedule. The first being the Tahanto games scheduled for Sept 23rd and whether the request should come thru Tahanto. The second being the number of games scheduled for the end of September (9 games in 9 days). The board questioned whether the schedule could be rearranged to spread the games out. Rick will contact the Athletic Director and ask that he attend a meeting in the near future.

- Motion Originator: Pat Inderwish
- Motion Description: Approve use of All-Purpose Field by the WB Highs School Student Council for a powder-puff football game on Sept 27th (6-10:00 PM).
- Motion Seconded: Richard Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Pat Inderwish
- Motion Description: To approve the requests submitted by the High School (football and girls' soccer), excluding the Tahanto Sept 23rd game.
- Motion Seconded: Richard Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The Beaman Oak Tennis tournament is being promoted in the Banner and they have not submitted a usage request form for use of the courts.

The fees for the August Best Soccer clinic has not been paid and the insurance certificate expired July 15th. Bob will contact Mr. Mumby and inform him that the fees and certificate need to be submitted prior to Aug 8th.

WB Parks and Recreation (Karen Barber) submitted a request form for use for the Goodale tennis courts for a second session of adult tennis instruction (Aug 3, 10, 17 & 24 / 6:30-8:30 PM).

- Motion Originator: Bob Monk
- Motion Description: To approve use of Goodale tennis courts as submitted.
- Motion Seconded: Richard Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

New Business

Andy Beardsley would like to construct a canopy at the Goodale Park bandstand.

- Motion Originator: Bob Monk
- Motion Description: To give the go ahead for the plans to construct a canopy.
- Motion Seconded: Richard Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The Town Administrator has asked the board to look into the possibility of artesian wells. Steve will begin working on the research.

Bills to Approve

- Motion Originator: Pat Inderwish
- Motion Description: Approve payment of WB Light Dept invoices / \$554.86.
- Motion Seconded: Richard Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

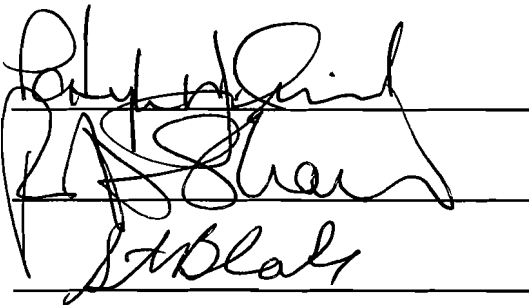
- Motion Originator: Pat Inderwish
- Motion Description: Approve payment of United Site Services invoices / \$ 375.00.
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Pat Inderwish
- Motion Description: Approve payment of Karen Barber invoice / \$ 257.55.
- Motion Seconded: Richard Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Pat Inderwish
- Motion Description: Approve payment of Connor Sign invoice / \$ 130.00.
- Motion Seconded: Richard Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meeting: August 29, 2011 7:00 PM

- Motion Originator: Pat Inderwish
- Motion Description: To adjourn / 9:45 PM
- Motion Seconded: Bob Monk
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved



DATE: 11-28-11