

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

March 22, 2012 7:00 PM

Members Present: Steve Blake (Chairman), Gary Flynn, Pat Inderwish, Allen Phillips, Rick Shaw
Members Absent: None

Guests: Jen Breen, Tim Shea, Meg McKernan, Wayne Coe, Chris Rucho, Michael Kane, Andy Beardsley, Amanda McKernan, Katie Fleming, Cathy Cranston, John Szel, Silvio Baruzzi, Beth Manjarrez, Jon Meindersma, Sargent Glynn

Treasure's Report/Bills to Approve/Outstanding Fees

The Cranston family has provided a check (\$2170.00), which is for purchase and installation of the flagpole at Goodale Park, in memory of Robert Cranston. One deposit has been made into the recreation account since the last meeting (\$230.00). The balance in the field account is \$20,575, which does not reflect some of the bills being paid and the Cranston donation. The balance in the recreation account is \$7,238, which does not reflect the deposit or any bills being processed for payment. The Pride Park account balance remains the same at \$4,443.

- Motion Originator: Allen Phillips
- Motion Description: To approve payment of Carquest invoice / \$26.71
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Rick Shaw
- Motion Description: To approve payment of Connor Sign invoice / \$65.00
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Allen Phillips
- Motion Description: To approve payment of Reliant Medical invoice / \$ 77.00
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

More bills approved later in meeting (see page five).

Rick Shaw has been working on a proposed rental agreement with the School Department, for use of the parking lot at the pool. The agreement with a fixed dollar amount would allow the School Department to work it into their budget and would not be dependent on the number of student parking permits issued. The proposed agreement includes the elimination of the fee charged to parents for use of the athletic fields during school sports. Rick reported that the School Department has come up with a figure of \$3,000 for a school year, based on a fee of \$150 for each of the 20 parking spaces at the pool. Pat stated that a significant amount of money is spent on the fields and that he felt the figure was low. The other board members agreed that the amount was too low. Rick will get the number of student athletes for the past four years and bring the information back to the board.

Parks and Recreation Programs

Jen has organized an Easter Egg Hunt for March 31st at Pride Park. The event is being sponsored by the Parks & Recreation and Walgreen's Pharmacy. Jen has also organized a tennis program for elementary school aged kids, starting in April and being held in the high school gym. Jen has

March 22, 2012 Page one

submitted a usage request form for use of the Goodale tennis courts in June for another session of the tennis program. Jen has met with Bob Dunne and Al Maino from Boylston/West Boylston Youth Basketball and they are willing to run a program. The program would be June 19-Aug 23 on Tuesdays, Wednesdays & Thursdays from 6:00-9:00PM. Bob and Al would be volunteering their time and use of their equipment. Jen stated that there is still the issue with non-residents using the courts and is hoping that this will help alleviate the problem. In response to Pat asking the format of the program, Jen stated that it would be run similar to how the winter program is run. Pat stated that CORI checks will need to be done on the individuals involved in running the program. Jen stated that the CORI checks will be done thru the town. Pat asked if there will be games with leagues from other towns. Jen stated that the plan is to invite youths from Boylston, but there will not be any inter-league games. The board members expressed concern that the courts will not be available for use for those who are not part of the program. Jen is looking at running lacrosse and field hockey lessons on Fridays in June and asked if there would be any field space available. Tim stated that the issue with field hockey is that the grass needs to be short. Rick stated that he thinks it is a good idea, but the issue is where to hold them.

Jen would like to run two recreation days to be held at Major Edwards during April school vacation (Tuesday & Thursday). The cost to use the school is \$60 a day. Jen stated that this is a test to see how it goes and if a summer program should be considered. Jen would need to have other adults to work the two days, if the numbers are high and will need to pay them. Jen noted that she does not want to use the playground if a number of other kids are using it. Jen informed the board that if she is going to go forward with this, that she needs to start advertising now.

- Motion Originator: Rick Shaw
- Motion Description: To approve the 2 recreation days to be held April vacation
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen stated that she would like some allowance for arts & craft supplies. She will attend the next meeting to determine the amount to be spent on supplies.

Facility Requests

West Boylston Little League has submitted three request forms. One is for use of the Townsend Field and "B" field on April 29th for their opening day activities. The second is for use of the same fields during April - July for practices and games. They have also requested use of the Woodland field (M-F 5:30-8:00 & weekends 9:00-5:00/April-July) for T-ball and coaches pitch.

- Motion Originator: Allen Phillips
- Motion Description: To approve Little League's requests as submitted
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

West Boylston Youth Soccer has requested use of Woodland on Tuesdays and Thursdays 6:00-7:30PM, April 2 - June 17. They will be hosting a Mountain Soccer Club girls U10 team. Bob Dunne noted that this is not a premier league, but they do combine towns to make up the league (there is not enough in each town). Pat noted that there had been an issue a couple of years ago; when a game was being played and there were no town teams playing. Bob stated the games will be played in Sterling and that at least half of each team practicing at Woodland will be from West Boylston. Pat explained the fee structure and that there is not an out-of-town fee set, just resident and premier. Rick stated that the league is not premier and the \$20.00 per child fee should apply.

- Motion Originator: Pat Inderwish
- Motion Description: To approve WB Youth Soccer request for use of Woodland with the \$20.00 per child fee.
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Tim Shea asked that they move the soccer goals off of the field when they are done. This approval means that Woodland will not be available for use by Little League on Tuesdays and Thursdays.

WB High School Student Council has requested use of the All-Purpose field on March 24th (9:00-Noon) for a powder-puff football game.

- Motion Originator: Pat Inderwish
- Motion Description: Approve WB Student Council request as submitted, with fee waived
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

WB Women's Softball has requested use of the Mixer, Softball, Townsend and "B" fields on Wednesdays June 6 – August 29 (excluding July 4th). Beth noted that there had been a conflict last year, with youth soccer using the outfield at Mixer during the end of August.

- Motion Originator: Allen Phillips
- Motion Description: To approve WB Women's Softball request as submitted
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The board will let Beth know about Mixer, they are hoping to have it ready for use. Chris Rucho noted Little League has games scheduled on two of the Wednesdays (June 6 & 13), he will let Little League know of the conflict. Beth questioned why the fee for adults was \$30. Pat explained that the use by adults is more wear and tear on the fields than the kids.

Best Soccer/Paul Mumby has requested use of the Woodland field to hold two soccer clinics. The first is July 9-12 (9:00-Noon) and the second is July 30-Aug 3 (4:00-7:00).

- Motion Originator: Allen Phillips
- Motion Description: To approve Best Soccer's requests as submitted
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

WB Youth Softball has requested use of the softball, Townsend, "B" and Mixer fields, now thru June 20th. Julie stated that they will make do, if Mixer is not available and will work with Little League on scheduling use of the field that they both use.

- Motion Originator: Allen Phillips
- Motion Description: To approve WB Youth Soccer's request as submitted.
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

North Central MA Amateur Softball Association has requested use of the softball field July 21&22 to handle overflow teams for a tournament that is being held in Sterling. Wayne stated they have twenty teams registered for the tournament, at this time.

- Motion Originator: Rick Shaw
- Motion Description: To Approve Amateur Softball Association's request as submitted.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The board instructed Wayne that they (or any league) are not allowed to use motorized equipment on the fields. WB Youth Softball will be running the concession stand during the tournament. The full day tournament fee applies to the 21st and half day fee for the 22nd.

West Boylston-in it to END it has requested use of the track and stage area on May 4th for a cancer awareness walk (6:00PM-Midnight). They have scheduled a rain date for June 8th.

- Motion Originator: Allen Phillips
- Motion Description: To approve the request to hold the cancer walk (fee waived).
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen Breen has submitted four usage request forms for recreation programs.

- Motion Originator: Pat Inderwish
 - Motion Description: To approve use of Pride Park March 31 (8-11AM), Easter Egg Hunt.
 - Motion Seconded: Rick Shaw
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved
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- Motion Originator: Rick Shaw
 - Motion Description: To approve use of the Goodale Basketball Courts
June 19 to August 23 (Tue, Wed and Thu 6:00-9:00PM)
 - Motion Seconded: Allen Phillips
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved

Chris Rucho asked what age groups the program will be open to. Bob Dunn stated that they will be for grade 3-8 and that they will be broken up by age (by night). Bob stated that if both courts are not needed, he will open up the other court for use by others. Chris stated that he is concerned that the courts will not be available for use by others. Allen noted that the courts are not available now, because they are being used by non-residents. Bob noted that they have asked for more time than they may need and they may be done earlier than 9:00. Pat noted that the board needs to be careful not to block schedule, as outlined in the rules and regulations and asked Bob to communicate with the board if the court use time is less than anticipated. Jen and Steve met with Bob and Al Maino on March 11th to discuss the program and there will be a \$15.00 fee to participate in the program. Chris stated that he is concerned that there is a fee being charged for use of the courts and many of the meeting guests expressed concerns that the program is not being offered to older kids.

- Motion Originator: Rick Shaw
- Motion Description: To approve use of the Goodale tennis courts for the children's tennis instruction program – 9:30-11:30 June 18-22 & 25-29, \$100 per child.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Tim Shea questioned the fee for the tennis programs. Pat stated that it is a town sponsored recreation program, and that the fee is to cover the expenses associated with the program.

- Motion Originator: Allen Phillips
- Motion Description: To approve use of the Goodale tennis courts for the adult's tennis instruction program – 6:30-8:00PM June 6,13,20&27, \$80.00 per adult.
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The West Boylston Arts Foundation has submitted a request for the use of the bandstand, track and all-purpose field on June 23, July 17&21, Aug 25 (tentative) from 6:00-11:00PM for their summer concert series and Aug 4 11am-11pm for their battle of the bands event. Pat stated that there needs to be better traffic flow. Pat noted that there were issues last year with the area behind the bandstand becoming a parking lot and that the cart path needs to be kept clear. Andy Beardsley agreed that it was an issue during the battle of the band event, with bands needing to get in to set up and take down during the course of the day. Steve informed Andy that the Town Wiring Inspector does not want to see the exposed extension cords. Andy will look into the Arts Council having the necessary electrical work done.

- Motion Originator: Rick Shaw
- Motion Description: Approve Arts Foundation requests as submitted
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Andy and Erin Beardsley are getting involved in the Beaman Oak Tennis Tournament and attended the meeting to discuss the planning for this year, which is being planned for June 23&24. In the past a social event was held on Saturday evening at someone's house. This year they would like to hold the social at the park and obtain a beer and wine license for the evening. Andy stated that they do not want to go forward with the planning of the social, without the board's approval.

- Motion Originator: Allen Phillips
- Motion Description: To approve evening social portion of the Beaman Oak Tennis Tournament to be held at Goodale Park and the plan to apply for the one day wine & beer license.
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Additional Bills to be Approved

- Motion Originator: Allen Phillips
 - Motion Description: To approve payment of Jen Breen's salary / \$ 300.00
 - Motion Seconded: Rick Shaw
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved
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- Motion Originator: Pat Inderwish
 - Motion Description: To approve payment of Graybar invoice / \$ 45.21
 - Motion Seconded: Allen Phillips
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved
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- Motion Originator: Allen Phillips
 - Motion Description: To approve payment of Sharon Dwelley invoice / \$ 300.00
 - Motion Seconded: Rick Shaw
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved
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- Motion Originator: Rick Shaw
 - Motion Description: To approve payment of Congregational Church invoice / \$ 50.00
 - Motion Seconded: Gary Flynn
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved
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- Motion Originator: Allen Phillips
 - Motion Description: To approve payment of WB Light invoices / \$ 297.32
 - Motion Seconded: Rick Shaw
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved
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- Motion Originator: Allen Phillips
 - Motion Description: To approve reimbursement to Steve Blake / \$ 81.35
 - Motion Seconded: Rick Shaw
 - Motion Discussion:
 - Motion Approvers/Disapprovers: All Approved

Parks Facilities/Maintenance Items

The Cranston family donated the funds for the purchase and installation of a new flagpole at Goodale Park. The base for the pole has been installed. Pat stated that at the board's last meeting, they approved the purchase of the flagpole for \$1880.00 and the DPW was going to do the installation. Pat questioned who decided to hire a contractor to do the installation. Steve stated that he and Silvio had made the decision and explained that the pole ended up being \$1510 and the installation was \$650. They made the decision based on the cost being less expensive and the work would be done quicker. Pat asked if a purchase order was issued and if the prevailing wage law would apply. Silvio stated that he had not issued a PO and the prevailing wage was not discussed. Pat advised Silvio to get a determination from the Town Administrator regarding the prevailing wage and to obtain an insurance certificate from the company.

The matter of the lights from the Goodale tennis courts shining into the neighbor's house still needs to be addressed. The lighting contractor is not in favor of the use of shields. Pat is concerned that if any lights are turned off, it is a liability for the town. Pat instructed Silvio to look at the information in the OEM manual and to call the lighting engineer. Tim Shea suggested that the lights on the tennis courts be shut-off earlier than the other lights.

Silvio stated that he felt the skating rink was in a good location and asked it could be placed there again next year. Steve stated that the current plan would be to keep it in the same location.

The funds which were approved for repair of the roof at the summer house had a sunset clause, and needed to be used by February 1st. The Town Administrator is looking to get the funds approved again at the annual Town Meeting.

The repairs to the track have not been done yet. The Berlin asphalt plant is open, but the DPW will need to borrow a hot-box from Sterling to transport the asphalt.

Parks Facility Committee

The Parks Facility Committee is looking at the track and All-Purpose Field being its next project. How quickly this can be done will depend on funding and could be 2-3 years down the road. Pat noted that the board is addressing the track safety issues this year and suggested not to have any painting done to the track.

Old/New Business

The DPW has included funds for a part-time employee and more expense funds in the proposed FY13 budget.

Sergeant Glynn attended the meeting to discuss the problem of the Goodale basketball courts being used by non-residents. He has never stopped anyone from using the courts in the past and would like to see something posted, so the individuals will know before they get on the courts. The board approved a resident guest rule for the courts, which makes it difficult to instruct someone to leave the courts. Allen has spoken with the Town Administrator for an opinion from Town Counsel on the matter and stated that someone could challenge if the courts are restricted to town only. Allen is also concerned with the large number of out-of-town people using the courts and stated that the board needs to find a way to enforce town residents only. Pat stated that the board needs to look into how the park was dedicated to the town (the wording), to see if there are any restrictions. Allen stated that the Town Clerk has been asked to research the deed and once it is determined, the board can decide how to proceed. Steve asked if the board would have the deed information for the next meeting on April 9th. Allen stated that he is hoping to. Sergeant Glynn explained that is necessary to have an additional sign(s) to clearly state and be visible, so they can have a chance if they need to go to court with an individual. He stated that they need to prevent them from getting on the courts, because it is difficult to remove them (once they are on the courts). Bob Dunne noted that the signs would be stated two different things, one being residents only and the other allowing guests. Sergeant Glynn stated that the sign needs to state as simple as possible. Allen suggested that Town Counsel be consulted as to what should be on the signs. Andy Beardsley asked what type of trouble they have been having at the courts. Sergeant Glynn explained that there has if the matter is not addressed, there will be issues and that they need to enforce at the beginning, so people know not to come to the courts. Gary stated that he observed the basketball courts being used while the tennis courts were being used by high school students (during the school day). Pat suggested that the school

take out permits for use during the school day times, giving them access to the courts when they need them.

- Motion Originator: Rick Shaw
- Motion Description: To open the courts and fields, effective tomorrow (March 23).
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Allen Phillips
- Motion Description: To turn on the lights at the courts beginning April 2nd.
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Tim will contact United Site Services to have the port-a-toilets delivered no later than April 2.

The test results have been received from UMass on the soil samples. Gary stated that the fields need to be given the nutrients that they need and that the fields need to be maintained or they are going to be lost. Pat stated that it is obvious that the SR baseball field is in need of attention and that Woodland is very compact, but that a turf maintenance program is not cheap. Allen stated that no doubt it needs to be done, but questioned how it would be paid for. Steve stated that there is currently \$20,000 in the revolving account and another \$5,000 coming in. Pat stated that there are a number of companies that do turf maintenance, and is concerned with available man power if done in-house. Gary is looking for the go ahead to do a fertilization program. Silvio stated that there has not been any budget increase to pay for a fertilization program and that it would have to be paid for by the Parks Commission.

- Motion Originator: Allen Phillips
- Motion Description: Approve \$4,300 to proceed with an aeration/fertilization program for the fields
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Tim Shea asked the board to approve \$1,000 for the purchase of stone dust.

- Motion Originator: Rick Shaw
- Motion Description: Approve \$1,000 for the purchase of stone dust
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

New Horizon Technologies has done work to the scoreboard at the girls' softball field. Some additional work still needs to be done to get the board working, conduit needs to be installed to the back stop.

- Motion Originator: Rick Shaw
- Motion Description: Approve \$500 to complete repairs to the scoreboard at the girls' softball field
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

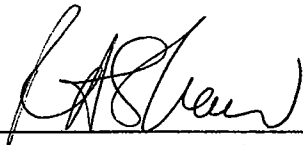
Approval of Minutes


- Motion Originator: Rick Shaw
- Motion Description: Approve minutes for December 14, 2011 meeting
- Motion Seconded: Pat Inderwish
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (Steve, Pat & Rick)

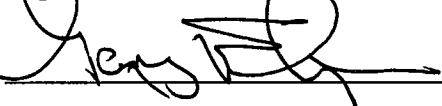
- Motion Originator: Rick Shaw
- Motion Description: Approve minutes for September 26, 2011 meeting
- Motion Seconded: Pat Inderwish
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (Steve, Pat & Rick)

Next Meeting: April 9, 2012 7:00 PM

- Motion Originator: Gary Flynn
- Motion Description: To adjourn / 10:00 PM
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved







DATE: 07-09-12