

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

May 15, 2012 7:00 PM

Members Present: Steve Blake (Chairman), Gary Flynn, Allen Phillips, Rick Shaw

Members Absent: Pat Inerwish

Guests: Jen Breen, Silvio Baruzzi, Tim Shea, Russ Magnuson, Chris Rucho

Treasure's Report/Bills to Approve/Outstanding Fees

Deposits totaling \$1,420 were made into the field account and \$3,200 into the recreation account. The balance on the field account is \$ 18,690, the recreation account is \$7,725 and Pride Park \$4,443.

Steve has a statement from the Athletic Director and approximately 1/3 of the school spring fees remain unpaid. Enrollment is down in school sports, with less than 200 students enrolled in last year. The athletic fees could be a cause for the decrease.

Steve reported that the DPW Parks FY12 budget has a negative balance of \$144.07. The Town Accountant has asked the Parks Commission to approve payment of the shortage from their funds.

- Motion Originator: Allen Phillips
- Motion Description: To approve payment of the \$114.07 to cover the DPW shortage
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

motion originator	motion description	motion seconded	Approvers Disapprovers
Allen Phillips	Approve payment of \$300 to Jen Breen (salary)	Rick Shaw	All Approved
Rick Shaw	Approve payment of \$41.43 to Carquest	Gary Flynn	All Approved
Rick Shaw	Approve payment of \$2029.00 to Central Flag	Allen Phillips	All Approved
Allen Phillips	Approve payment of \$ 402.50 to United Site Services	Rick Shaw	All Approved
Allen Phillips	Approve payment of \$ 402.50 to United Site Services	Gary Flynn	All Approved
Allen Phillips	Approve payment of \$ 4,279.20 to Prolawn	Gary Flynn	All Approved
Rick Shaw	Approve payment of \$ 501.23 to WB Light	Gary Flynn	All Approved
Rick Shaw	Approve payment of \$ 432.00 to Connor Sign	Allen Phillips	All Approved
Allen Phillips	Approve payment of \$ 128.56 to Rocky's Ace Hardware	Rick Shaw	All Approved
Allen Phillips	Approve payment of \$ 46.10 to Franklin Paint	Rick Shaw	All Approved
Rick Shaw	Approve payment of \$ 125.00 to Susan Keirstead	Gary Flynn	All Approved
Allen Phillips	Approve payment of \$ 100.00 to Carol McGuiggan	Rick Shaw	All Approved
Rick Shaw	Approve payment of \$ 2,700 to Worc County Tennis	Gary Flynn	All Approved
Allen Phillips	Approve payment of \$ 353.90 to Jen Breen	Gary Flynn	All Approved
Allen Phillips	Approve payment of \$ 185.00 to Melissa Cassata	Rick Shaw	All Approved

Parks and Recreation Programs

Jen reported she has already received registrations for the summer recreation programs, which she just put together last week. Jen is still looking for field use to hold field hockey and lacrosse instruction on Fridays during June (4:00-6:00). Babe Ruth has not provided practice times for which they will be using the Sr. Baseball Field. Chris Rucho stated that Babe Ruth will work around the times on the Fridays, if the field is used for the field hockey and lacrosse.

Jen has recommended that a set of rules be established, regarding late fees, returned checks, ect. Allen noted that a public hearing would be required to establish the rules. The programs which ran during April vacation had a profit of \$500.

Jen asked if there is a Walmart credit card that she could use to purchase supplies for the recreation programs. Silvio noted that his department does have a Walmart card. Allen suggested that the board set a limit for the purchase of the supplies. Jen stated that she has 5 or 6 programs scheduled to run and has no sporting equipment. The school has been generous and has allowed use of their supplies. Tim Shea suggested that Jen contact Dick's Sporting Goods for a donation of sporting equipment.

- Motion Originator: Allen Phillips
- Motion Description: Approve \$500 to purchase of supplies for the recreation programs
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen stated that the charge to use the school for the summer recreation programs will be \$60 per day. She again will need to hire staff to run the programs, which is one week in July and one week in August. Chris Rucho questioned if a public hearing is needed to set the rate of pay for the individual working the programs.

- Motion Originator: Rick Shaw
- Motion Description: To allow Jen to continue with the process of staff hiring, with her consulting with the Town Administrator
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen stated that depending on the numbers of participants, she may need some high school students to work as well. Also dependent on the enrollment she may have some younger youths volunteer. Chris suggested an application process for the volunteers as well as regular staff. The program will run 8:30-3:00 and is \$30 a day or \$120 for the week.

Jen would like to organize some day trips to Water Country or Six Flags, for ages 13-16. Allen stated that he is concerned about liability. Jen stated that there would be paid chaperons on the trips. Steve asked Jen to check with the Town Administrator and to bring back to the board.

Jen would like to see an on-line registration process to be developed. She would like to have a meeting with the Town Accountant and Town Treasurer, after the Town Meeting has occurred. Jen feels that things would flow much easier if there was on-line registration.

Jen stated that the school department is willing to let the recreation department store equipment at the schools. Rick stated that there would need to be some form of accountability and a sign-out process, if the school were to use the recreation equipment. Jen would like to get some clear totes to store supplies in. Tim Shea asked Jen if she could let him know with the recreation programs will be on the fields, so he can schedule around that time.

Jen stated that Bob Dunn has asked how to proceed if kids are on the courts and refuse to leave, when they are permitted for summer basketball program. The board instructed Jen that Bob (or an individual from the program) should notify the police, if need be.

Parks Facilities/Maintenance Items

The board discussed the lighting for the flagpole at Goodale Park. Silvio is looking into solar lights, which cost approximately \$100.00 each. The solar lights would not allow the flag to be lowered to half mast. Steve stated regular electrical light fixtures would cost \$800 (for 5), which does not include the cost of installation. Electrical work will have to be done if the well-pump is approved at town meeting and the work for the flagpole could be done at the same time. Gary noted that fencing is needed along the first baseball/right field of the Townsend field and that this should be taken into consideration when putting the electrical wiring into the ground.

- Motion Originator: Rick Shaw
- Motion Description: To pursue cost estimates to install 110v wiring for lighting of the flagpole
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Silvio has obtained input from the lighting designer, regarding the lights at the tennis courts. The designer has advised that shutting off the lights does not meet tournament standards and has suggested shutting off certain lights (instead of the entire pole). Silvio has given drawings to the Light Department for them to review. Steve stated that it is working with the way it is now, with two poles shut-off and that it should be left as is. Tim stated that he has been asked why they are shut-off and questioned if the project engineer should be held accountable.

The insurance inspection has been completed at Pride Park and additional mulch is not needed. Tim noted that a slide is cracked and will need to be replaced at some point, but is not currently a safety issue.

Silvio would like to see a walk-thru be done at the Goodale Courts, before the warranty expires. Silvio will contact Matt Colangelo to set a time for the walk-thru to occur. Silvio stated that water is coming thru the retaining wall and has already sent an email to Matt notifying him of the matter.

Silvio stated that the repairs to the track will be done soon, that they are just waiting for the weather to clear.

Silvio stated the part-time employee can not start until after July 1st.

The fertilizer and lime have been put down on the fields and drill seeding has been done to the All-Purpose Field. The drill seeding was done with equipment from Wachusett Country Club. Gary asked that a thank-you note be sent to Mr. Marrone for use of the equipment. Allen will speak with the Selectmen regarding the thank-you note.

Silvio stated that the poison ivy at Mixer needs to be treated again; he will contact Tru-Green to have this completed. Gary will contact Tru-Green regarding what they are using for the weed control.

Facility Requests

WB Sr. Babe Ruth has requested use of the Sr. Baseball Field, May 19-July 6 (for games and practices).

- Motion Originator: Rick Shaw
- Motion Description: Approve Sr. Babe Ruth request as submitted
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The Beaman Tennis Tournament Committee has requested use of the basketball and tennis courts at Goodale Park on June 22 (6:00-11:00PM) and tennis courts on June 23&24 (8:00AM-10:00PM) for the tournament. The event includes a social gathering on Saturday evening, for which they have obtained a one-day liquor license.

- Motion Originator: Rick Shaw
- Motion Description: Approve Beaman Tennis Tournament request as submitted
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The High School has requested use of the Woodland Field for the varsity girls' soccer team to hold captain's practice. The request conflicts with times which the field is being used by Best Soccer. Tim Shea noted that the practices are not being held at the school and that the school should not be submitting the usage request. There is also a request for field use to hold a camp to raise money for the school's soccer program (for grades 4-8). Rick Shaw will take both of the permits and will speak with the Athletic Director about them.

Major Edwards School has requested use of the All-Purpose field and track area for their field day events. The dates requested are June 1, 5 and 8th, with June 4, 7 and 11th for rain dates (11:30-2:30).

- Motion Originator: Allen Phillips
- Motion Description: Approve Major Edwards request as submitted.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen Breen has requested use of the grass area adjacent to the basketball courts at Goodale Park on Tuesday and Thursday mornings (June 26-Aug 2 / 7:00-8:00AM) to hold a boot camp.

- Motion Originator: Allen Phillips
- Motion Description: Approve Boot Camp request as submitted by Jen Breen
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen Breen has requested use of the Goodale tennis courts (Aug 13-16 / 9:00AM-Noon, Aug 17 rain date) for a children's tennis program.

- Motion Originator: Rick Shaw
- Motion Description: Approve use of tennis courts at Goodale Park for children's tennis program, as submitted.
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen Breen has requested use of the Goodale courts at Goodale (July 18,25 & Aug 1,8 / 6-9:00PM) for an adult tennis program.

- Motion Originator: Rick Shaw
- Motion Description: Approve use of tennis courts at Goodale Park for adult tennis program, as submitted.
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen Breen has requested use of the outfield (right) of the sr. baseball field for a children's field hockey and lacrosse program.

- Motion Originator: Rick Shaw
- Motion Description: Approve of the outfield of the sr. baseball field for field hockey and lacrosse program, as submitted.
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Old/New Business

Pat has not provided Gary with information on companies to contact for pricing on storage containers, for storage of parks maintenance equipment.

The residents only signs have been put up at the Goodale courts and Allen noted that the use of the courts by non-residents is down, that it is not as bad as it was in the past.

Tim Shea provided the board with a rough estimate (more than \$4,000) for the rebuilding of the infield at the sr. baseball field. Tim stated that he spoke with the Athletic Director about the dugout project (Nolan Gauthier's Eagle Scout project) and he does not think that the project is happening. Steve will contact Nolan Gauthier regarding the status of the project.

There are articles on the Town Meeting warrant for funding for the roof repairs at the summer house and the cost of the well start-up at Goodale Park.

Tim informed the board that new bases are needed at the sr. baseball field. Rick noted that the school students pay to play there and that they should have good bases.

- Motion Originator: Rick Shaw
- Motion Description: Approve \$500 for the purchase of bases for the sr. baseball field
- Motion Seconded: Allen Phillips
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Tim also informed the board the he has had requests from the leagues that the board provide the lime for the fields (one bag per game). The board agreed that they should be provided the lime. The WB Little League will submitted to the board for reimbursement of lime that they have already purchased (\$100.00).

The scoreboard at the girls' softball field has been repaired, but the cable has not been installed yet. New Horizon Technology donated the labor for the repairs and his vendor donated the supplies needed.

A work crew from the Sheriff's Department is scheduled for June 18-22, for painting of the bleachers at the all-purpose.

The board questioned whether the scoreboard at the sr. baseball field is repairable or if it needs to be replaced. Steve stated that there is a possibility that a group may donate a new board.

The situation of the students from Assumption College using the track has resolved itself. The students were working with the High School track team and the program has ended.

Steve would like the board to put soda vending machines at the Townsend Field and the girls' softball field. The only cost for the machines; would be to run them. If any vandalism occurs, the machines would be removed. Steve noted that the machines would be filled by Tim Shea. Tim noted that the machines could be shut-off during games; so that they would not affect the concession stands and that the concession stands would be less expensive for the items. Tim stated that he would prefer not to be involved with dealing with the money from the machines.

- Motion Originator: Allen Phillips
- Motion Description: To approve the board pursuing the vending machines for both of the locations (Townsend Field and the girls' softball field).
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Steve will contact Pepsi-Cola to have the machines delivered and installed.

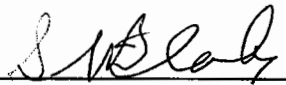
Jen stated that the cancer walk event, which is being held at the All-Purpose Field, was rained out and was rescheduled for June 8th. The Major Edwards School also has an event scheduled at the field that day. The group organizing the cancer walk is attending the PTA meeting on May 17th, to see if the two groups can work together.


The new electrical service at the Goodale Park bandstand has been installed.

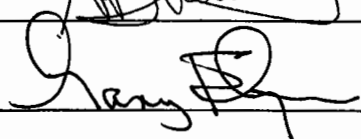
A law requiring defibrillators at all fields has been proposed by the state of Massachusetts. Gary will continue to work on obtaining information on purchasing the units and the status of the bill.

- Motion Originator: Allen Phillips
- Motion Description: To adjourn / 8:55 PM
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meeting: June 7, 2012 7:00PM







DATE: 09-10-12