

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

July 9, 2012 7:30 PM

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

Members Absent: Pat Inderwish, Allen Phillips

Guests: Silvio Baruzzi, Bob Dunne, Jen Breen

Approval of Minutes

- Motion Originator: Gary Flynn
- Motion Description: Approve minutes for March 22, 2012 meeting
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Treasure's Report

Deposits totaling \$2,434.00 were made into the field account, \$3,334.00 into the recreation account and \$50.00 into the Pride Park account. The balance on the field account is \$18,980, the recreation account is \$9,490 and Pride Park \$4,306.

Outstanding Permit Fees/Insurance Certificates

At the board's last meeting, the Superintendent of Schools presented the board with a proposal for the field fees for the student athletes and usage of the pool parking lot. The school would pay a fee, based on \$18.00 per student enrolled in the sports. They have requested that use of the pool parking lot for student parking and permission to post permit-only signs; be included in the agreement. The services (school usage) being provided for the recreation programs are at very reasonable rates. Rick suggested that the school department be notified in writing, should the board approve the fee/lease agreement.

- Motion Originator: Gary Flynn
- Motion Description: Approve proposal for student field fees and use of the pool parking lot, effective beginning the 2012/2013 school year.
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Steve stated that he has concerns that groups may be unhappy with the reduced rate for the students. Rick will instruct the school department to purchase the signs and have the DPW install the signs. Silvio suggested that the Police Department be consulted on the wording for the signs, so that it is enforceable.

Bills to Approve

- Motion Originator: Rick Shaw
- Motion Description: To approve payment of O'Brien & Sons invoice / \$187.20
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The School Department is in possession of the swings that were purchased from O'Brien & Sons.

motion originator	Motion Description	motion seconded	Approvers Disapprovers
Rick Shaw	Approve payment to Pepsi-Cola \$346.60	Gary Flynn	All Approved
Gary Flynn	Approve payment to Dupuis Power Equipment \$226.10	Rick Shaw	All Approved
Gary Flynn	Approve payment to West Boylston Water \$224.93	Rick Shaw	All Approved
Rick Shaw	Approve payment to Jerry's Hardware \$205.00	Gary Flynn	All Approved
Rick Shaw	Approve payment to Rocky's Ace Hardware \$31.92	Gary Flynn	All Approved
Rick Shaw	Approve payment to West Boylston Light ** \$1,054.73	Gary Flynn	All Approved
Rick Shaw	Approve payment to United Site Services \$402.50	Gary Flynn	All Approved
Rick Shaw	Approve payment to United Site Services \$105.00	Gary Flynn	All Approved
Gary Flynn	Approve payment to DMH Electric \$351.30	Rick Shaw	All Approved
Rick Shaw	Approve payment to BSN Sports \$999.62	Gary Flynn	All Approved
Gary Flynn	Approve payment to recreation program teachers \$760.00	Rick Shaw	All Approved
Rick Shaw	Approve payment to Gretchen Wawrzynaik \$23.00	Gary Flynn	All Approved
Rick Shaw	Approve payment to Lindsay Morse \$28.14	Gary Flynn	All Approved
Gary Flynn	Approve payment to Jen Breen \$471.89	Rick Shaw	All Approved
Rick Shaw	Approve payment to Sara Menendez \$200.00	Gary Flynn	All Approved
Rick Shaw	Approve payment to Sonia Cure \$80.00	Gary Flynn	All Approved
Gary Flynn	Approve payment to West Boylston Schools \$240.00	Rick Shaw	All Approved
Gary Flynn	Approve payment to Worcester County Tennis \$171.00	Rick Shaw	All Approved
Gary Flynn	Approve payment to Paula Menendez \$37.97	Rick Shaw	All Approved
Rick Shaw	Approve payment to Jen Breen \$300.00	Gary Flynn	All Approved

Parks and Recreation Programs

Bob Dunne stated that they would like to run a 3-on-3 tournament the last week (Aug 21-23) of the summer basketball program. The tournament would be for the children who participated in the program. The basketball program brought in \$2,000 and Bob would like to have trophies and tee shirts purchased for the tournament. Bob will speak with Little League about opening the concession stand for the event, and splitting the costs/revenue (with the Parks). Bob would like to see in the future a week-end tournament, to raise funds for the recreation programs.

- Motion Originator: Rick Shaw
- Motion Description: To approve purchase of tee-shirts (\$5 ea) and trophies (\$10 ea)
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen reported that the enrollment for the days of play next week are low, but will be held. Jen stated that the getting the word out about the program was a late and could be the reason why the numbers are low. The program, which is for ages 5-11 and will have an Olympic theme.

Jen stated that Boylston is going on-line with their recreation programs and she would like to see this for West Boylston.

Sterling and Clinton offer day trips for their adult residents. The trips are run by an outside company and 6% of the cost will go to the Recreation programs. Jen will begin to offer the same trips for West Boylston.

Jen has spoken with Paul Mumby about running a soccer program for preschoolers in the fall. Jen asked if the \$20(per child) fee would apply. The board informed Jen that the program would be run thru the Recreation Department and the fee would not apply. Jen will continue to pursue the program and report back to the board.

Jen informed the board that she has been using her cell phone minutes to make recreation calls. Steve will speak with Nancy Lussier about a cell phone to be used for the Recreation Department.

Facility Requests

The High School Athletic Director (Peter Jones) has submitted usage requests for football and girls' soccer. The football request is for use of the Sr. Baseball Field for practices and the All-Purpose Field for games, Aug 20th thru Nov 30th. The soccer request is for use of Woodland, Goodale-A, Townsend, Girls' Softball and the All-Purpose Field for try-outs, practices and games, August 23rd – November 11th.

- Motion Originator: Rick Shaw
- Motion Description: Approve both usage requests from the high school (as submitted).
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The Athletic Director has also sent a letter requesting use of the All-Purpose Field on two dates to host Tahanto Boys' Soccer games. There are more than 20 boys from West Boylston that play on the Tahanto JV and Varsity boys' soccer teams. Tahanto does not have fields available for use, due the construction of the new high school. The dates requested are Wednesday September 12 & 19, with a JV at 5:30 and a Varsity game at 7:00 on both days.

- Motion Originator: Rick Shaw
- Motion Description: Approve use of the All-Purpose Field on Sept 12&19 for the Tahanto Boys' Soccer (JV and Varsity) games (no fee).
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Gary expressed concern with the costs that will be incurred to light the field for the games. Jen suggested that they be made aware of the costs involved in lighting the field for the evening games.

Bill Payments (between meetings)

The board discussed the need to approve processing bills for payment in between the board's monthly meeting. If a bill is received shortly after the board meets, it could be several weeks before a vendor receives payment, depending on the amount of time between meetings. Steve stated that the CPA Committee allows the Chairperson to sign vouchers up to a certain amount, when they have bills that need to be processed before their next scheduled meeting.

- Motion Originator: Rick Shaw
- Motion Description: To approve payment of bills (up to \$500) by Chairman, between meetings; for bills that need to be paid as soon as possible.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Parks Facilities/Maintenance Items

A Ditch-Witch is needed to install the conduit in the ground for the electrical supply for the flagpole and the pump for the well. It may be possible to borrow one from the Wachusett Country Club, if not; one will need to be rented.

Silvio reported that the issue with the lights not working properly at the Goodale courts has been resolved.

The mulch at Pride Park still needs to be spread around. Steve will schedule to have a crew from the trial courts program to do some community service work and have the racking needed at Pride Park to be done at that time.

The repair to the track have been started (area has been cut-out); the replacement of the surface needs to be completed.

The work for the well on Goodale Street has started, with the water line electricity brought across the street and repaved. The DPW has fabricated a concrete box to hold the pump for the well.

Gary noted that the field maintenance program is dependent on the water supply. A weed control application is scheduled to be done the end of this week. The \$8,000 article for weed, grub and poison-ivy control and fertilization was approved at the town meeting. The Parks Commission will receive some of the money, for funds that they have spent for the turf maintenance. Steve would like to see the seasonal part-timer to concentrate on weed trimming and trash clean-up.

Gary stated that after events, the trash receptacles are over flowing and not cleaned up until Monday (if it is a weekend event) and that the issue needs to be addressed. Rick has suggested that if it a significant event, that the board charge a trash disposal fee. Silvio explained that the trash is picked up by the waste company once a week. Steve stated that if Tim needs assistance with the trash, that he should be contacting Mike Kittredge (his supervisor) for help and that this is not occurring. Steve suggested obtaining more totes and bringing them down to the DPW for emptying. Steve noted that it is the Park's Commission's and DPW's responsibility to have enough containers.

Old/New Business

Gary does not have any additional information to report, regarding a storage unit. Pat was to provide Gary with information on companies to contact for quotes. Gary has not received the information and Pat is not in attendance.

Steve reported that he does not know where the rebuilding of the infield of the SR. Baseball Field stands and that he will speak with Tim Shea regarding the matter.

The electrical work needed for the scoreboard at the Girls' Softball field still needs to be completed.

A crew from the Sherriff's Department has done the painting at the bleachers (All-Purpose Field) and band stand.


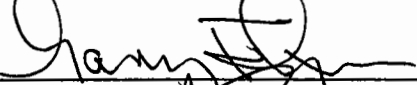

American Legion Post 204 has expressed interest in donating score boards for the Goodale "A" and Townsend fields in memory of member who has passed away. Rick stated that he would be alright with having the American Legion logo and in memory of wording on the board. Steve will obtain quotes for three boards (Sr. Baseball Field also) and continue working with the legion.

The beverage vending machine are installed and working at the Goodale "A" field and the Girls' Softball field.

Rick is working on signage for the basketball courts, which are being named in honor of Bob Halloran. Rick will contact Bob's daughter to discuss.

- Motion Originator: Rick Shaw
- Motion Description: To adjourn / 9:30
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meeting: August 6, 2012 7:00 PM

DATE: 12-10-12