

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

March 4, 2013 7:20 PM

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

Guests: Beth Manjarrez, Liz Baldi, Sarah Latorre, Chris Rucho, Tim Shea, Jon Meindersma,
Anthony Silvia, Jen Breen

Approval of Minutes

- Motion Originator: Gary Flynn
- Motion Description: Approve minutes for December 10, 2012 meeting
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Treasure's Report/Bills to Approve

Deposits totaling \$1,530.00 were made into the field account, \$1,482.88 into the recreation account and \$0.00 into the Pride Park account. The balance on the field account is \$18,084 the recreation account is \$7,480 and Pride Park \$4,318.

motion originator	Motion Description	motion seconded	Approvers Disapprovers
Bob Dunne	Approve payment to Graf Brothers Leasing \$105.00	Gary Flynn	All Approved
Bob Dunne	Approve payment to Ski Ward \$304.00	Gary Flynn	All Approved
Bob Dunne	Approve payment to Jen Breen / salary \$300.00	Gary Flynn	All Approved
Gary Flynn	Approve payment to refunds / cancelled programs \$240.00	Bob Dunne	All Approved
Bob Dunne	Approve payment to Kate Nylan \$252.00	Gary Flynn	All Approved
Bob Dunne	Approve payment to Jen Breen / supplies \$155.15	Gary Flynn	All Approved

Parks and Recreation Programs

Jen stated that the on-line registration/payment process is up and running. Jen has to do a bank reconciliation on a weekly basis and supply the Town Treasurer with a copy. The Town Administrator is working on obtaining a computer for Jen. Jen reported that the net profit for the days of play (during Feb vacation) was approximately \$600.00. Jen stated that she has had to cancel a couple of programs due to low registration.

Jen has requested use of Pride Park on March 23rd (8:30-11:00) for the Easter Egg Hunt, with a rain date of March 30th. There are currently 60 children registered for the event.

- Motion Originator: Bob Dunne
- Motion Description: Approve request as submitted for use of Pride Park on March 23rd for Easter Egg Hunt, (with 03-30 rain date).
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen is looking into offering a sailing program that is run thru Regatta Point Community Sailing in Shrewsbury. Jen stated that she would like to look at having a paid individual supervising the

summer basket ball program. Jen will work with Bob Dunne on putting the basketball program together. Jen is still in need of a location to hold the soccer camps on Tuesday afternoons (1:45-4:30). Rick Shaw has spoken with the High School Athletic Director about the matter. Steve will contact Rick regarding the outcome of the conversation. The camps are scheduled to run for 5 weeks, beginning April 23rd.

Facility Requests

Beth Manjarrez has submitted the field request for the Women's Softball League. They are requesting use of the Girls' Softball Field, Townsend Field and "B" field on Wednesdays, June 5-August 28 (5:45-7:30).

- Motion Originator: Gary Flynn
- Motion Description: Approve Women's Softball field request as submitted
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The league will send a check for the fees (\$30 per adult) and the insurance binder will be sent to the board in June.

Tim Shea has submitted the field request form for the Little League. They are requesting use of the Mixer, Townsend, "B" and Woodland Fields - April 1 thru August 1 (4:00-8:00 PM). Tim stated that Mixer is not a good location for T-ball and would like to see it stay at Woodland, if at all possible. The T-ball was moved from Mixer to Woodland last year. Bob suggested shifting the soccer field down a distance at Woodland, allowing for easier field sharing. There is not soccer games held at Woodland, for the spring league, just practices. Jen noted that the poison ivy was an issue at Mixer for the T-ball and that the outfield is very uneven. Tim stated that he does not have an enrollment number at this time and that schedule is not completed. The usage request includes the opening day activities on April 28th (8:00AM-5:pm) on Townsend & "B" Fields.

- Motion Originator: Bob Dunne
- Motion Description: Approve Little League request as submitted
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jon Meindersma has submitted the field request for WB Youth Soccer. They are requesting use of Woodland Field - April 1 - June 30 (Mon-Thu 4:00-8:00 PM) for practices.

- Motion Originator: Bob Dunne
- Motion Description: Approve WB Youth Soccer request as submitted
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Sarah Latorre has submitted the field request for the WB Youth Softball. They are requesting use of the Girls' Softball Field April 20-June 15 (Mon-Fri 5:30-8:00 PM and on Sat & Sun, when not being used by the high school).

- Motion Originator: Gary Flynn
- Motion Description: Approve WB Youth Softball request as submitted
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Bob stated that the high school has use of the field on Saturday mornings, and that they will need to work with the Athletic Director. Steve noted that the board is working with the Nylen family regarding the donation and construction of dugouts for the softball field.

Parks Facilities/Maintenance Items

Anthony Silvia is the newly appointed DPW Superintendent and is attending his first Parks Commission meeting. The DPW has the funding for 2 seasonal part-timers; the positions will need to be posted.

The mulch at Pride Park needs to be spread around. This needed to be done last year, but did not get done. The repairs to the track need to be completed by the end of June. They are scheduled to be done over April vacation, weather permitting. Steve will contact the Athletic Director to advise him that the repairs are scheduled to be done.

The board's plans are to continue on with the weed control and fertilization applications, which began last year. Steve does not know if there will be funding from the town for any of the costs. Steve explained that the monies which were spent by the board at the end of FY12 for the turf maintenance treatments were reimbursed by the town. Tim stated the he has issues with the board paying for maintenance costs and the funds not going to improvements. Bob suggested that crabgrass prevention be done on all of the fields and that the Parks Commission pay for the treatments. Bob noted that phosphate free fertilizer should be used. Anthony stated that 1-1/2 years of funds are needed so that the funds are left for the following spring. Bob stated that if the board were to pay for the first application, it should alleviate the matter. Tim suggesting having Tru-Green do both the crab-grass prevention and fertilization. Steve asked Tim to get pricing on the fertilizer.

Steve stated that there are 3 locations that need loam and seeding and that Tim is aware of the locations. Mulch is needed for the fields and the town commons. Steve asked Anthony to get quotes for the mulch.

Steve asked Anthony what, if any, plan was in place for a back-up mower. Anthony stated that it is not on the Town Administrator's list of capital equipment. Steve asked Anthony to look into the cost to lease a mower. Tim stated that he does not feel that the X-Mark mower is worth repairing and that a new mower would not be a capital expenditure if it is under \$20,000. Steve noted that with the part-time employee(s) there is the opportunity to run more than one mower at a time. Steve will speak with the Town Administrator again regarding the matter. Chris Rucho suggested that a newer mower be purchased and the current mower be used for the back-up. Anthony will obtain pricing on renting a mower (to be ready if should the mower breakdown) and will speak with the Town Administrator about putting an article on the Town Warrant.

Steve stated that the irrigation system at Goodale has a leak that needs to be located. There is also some wiring that is in need of repair. The board discussed bringing in an irrigation company to diagnose the system.

Steve informed Anthony that there are repairs needing to be done on fencing thru out the parks, including countless ties that are missing. Steve noted that the repairs should be able to be done in-house. Tim has requested Patriot Fence to quote on some of the larger repairs.

Steve suggested that a work-order system be implemented. There is a maintenance request form in existence, which was being used a few years back. Anthony noted that if the forms are used, they be logged for tracking purposes. Bob suggested starting with one item and trying the system out. Chris suggested that the board start with a list of things which need to be addressed now and pointed out that any directions for Tim need to go thru Anthony. Bob requested that the board be included on the facilities tour, which Anthony and Tim have planned. Steve has requested Anthony obtain quotes for the paint, port-a-toilets and weed control.

Parks Facility Committee

Bob attended the Parks Facility Committee meeting and reported that the committee's next project is the All-Purpose and Track. Bob stated that he pointed out at the meeting, that the project can not impinge on what can be done with the area above the All-Purpose Field. Bob suggested to the committee that a master plan be developed. Tim suggested that the committee look at building a new facility in the pine grove and leave the All-Purpose Field be. Tim stated that the courts at Woodland are in great need of repairs. Bob stated that he will make the committee aware of the condition of the Woodland courts. Chris suggested that the board reach out to Pat Inderwish (Parks Facility Chairman) to have a joint meeting.

Old/New Business

Tim has requested a quote from Holden Trap Rock on stone dust, for use on the in-fields.

The board discussed the purchase of defibrillators for the parks facilities. Chris stated that the worst thing would be to have one and it be locked up and not available for use when and if needed. Steve noted that the board is unclear on the new law and who needs to purchase the units. Steve noted that Allen would have better knowledge on the new law and suggested that the board wait until to discuss the matter until Allen is in attendance.

Gary will contact the representative from the American Legion regarding the possible donation of score boards for the Townsend and "B" fields.

Steve stated that it does not look like the purchase of team benches and bleachers qualifies for CPA funding. Chris suggested asking for funds left from the court project to purchase benches for the courts at Goodale Park.

Steve has been in communication with the Nysten family regarding the dugouts for the Girls' Softball Field. Steve noted that Tim needs to get involved with the project.

- Motion Originator: Bob Dunne
- Motion Description: To adjourn / 9:50
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meeting:

Steven T Blak
Gary Flynn
Bob Dunne

 DATE: 7/8/13