

## WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

*May 6, 2013 7:00 PM*

Members Present: Steve Blake (Chairman), Robert Dunne, Rick Shaw, Gary Flynn (arrived 7:22)

Members Absent: Allen Phillips

Guests: Andy Beardsley, Jen Breen

### **Approval of Minutes**

- Motion Originator: Rick Shaw
- Motion Description: Approve minutes for February 2, 2013 meeting
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

### **Treasure's Report**

Deposits totaling \$4,327.00 were made into the field account, \$995.00 into the recreation account and \$63.00 into the Pride Park account. The balance on the field account is \$21,079 the recreation account is \$7,744 and Pride Park \$4,380. Electronic payments (credit card) payments into the recreation account are not included in these figures.

### **Facility Requests**

The Community Club has requested use of the courts (tennis & basketball) at Goodale Park, June 21(3:00Pm) thru June 23(5:00 PM) for a tennis tournament. They are planning to hold a social on Friday evening, with a one-day liquor license and would like the board's endorsement.

- Motion Originator: Rick Shaw
- Motion Description: To approve request as submitted by the Community Club
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The Beaman Oak Garden Club has requested use of the commons and gazebo on October 5<sup>th</sup>, for their annual fall festival.

- Motion Originator: Bob Dunne
- Motion Description: To approve request as submitted by the Garden Club
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

**\*\*7:22 PM**

### **Parks and Recreation Programs**

Jen reported that there were credit card deposits totaling \$615, for the recreation programs. Jen stated that the Town Administrator has had someone express concern regarding the hiring process for the recreation programs. Jen is meeting with him on Friday to discuss the matter. Jen explained the process involved the electronic payments for recreation registrations. Steve stated that he has been doing the treasurer responsibilities for quite some time and asked if anyone would like to take them on. Bob volunteered to take on the treasurer responsibilities.

- Motion Originator: Rick Shaw
- Motion Description: To appoint Bob as treasurer position
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Steve will show Bob what needs to be done, including the vending machines.

Jen reported that she is running the tennis instruction programs again and is currently running youth flag football instruction. She also reported that she has had an excellent response to the Lego program. Jen noted that there is a new Director for the Senior Center and she is hoping to work together with her.

### **Parks Facilities/Maintenance Items**

The DPW Superintendent (Anthony Silvia) is dealing with a sewer and was unable to attend the meeting.

Richard Phelps has sent an email inquiring about the status of the mulch at Pride Park. The insurance inspector advised last year, that there was ample mulch, but it needed to be spread around. The insurance inspection for this year has not yet been done. If determine that additional mulch is needed, it will be ordered at that time.

Steve reported that the crack repairs and seal coating has been done at the track. The long jump approaches had not been completed, but should have been done today. The painting also needs to be completed.

Anthony was working on obtaining quotes for fertilizer and weed control for FY 2014. Steve will speak with Tim Shea regarding the loaming and seeding that needs to be done (at 3 locations). There are three articles on the town warrant, \$17,000 for the purchase of a mower, \$8,500 for the purchase of bleachers and \$ 4,400 for fertilizer and weed control. Jen asked if any of the recreation income can go towards the maintenance costs. Rick explained that it would involve the board charging the recreation programs for use of the facilities. Steve reported that the flower beds on the commons have been prepared for mulching. Tim has a quoted price of \$22 per yard for the mulch. Steve stated that he has someone taking a look at the Sr Baseball Field backstop to see what repairs are needed. Steve would like the board to request CPA funds for the fencing repairs/replacements.

- Motion Originator: Rick Shaw
- Motion Description: To have Steve obtain 3 quotes for fencing repairs
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Steve reported that the irrigation system at Goodale Park may need repairs. Bob stated that the irrigation system may be part of the PFC plans and would be included in the first phase (existing conditions survey). Steve stated that the level of the well had gone down and had thought there was a leak, but that it may not be the case. Bob thinks it would be worth getting a contractor out to look at it.

Steve reported that Tru-green did treatments this past Friday, even though he had called to cancel them. Tim Shea had to come in to water the fields after the treatments. Tru-green has agreed to pay for Tim's time.

Steve reported that the golf carts are being used in the parks (unregistered).

The board is currently paying \$105 per month for the leasing of the 40 foot storage container. Gary reported that it would be \$150 per month to change to two 20 foot containers, plus a delivery charge. The board discussed the cost of purchasing vs leasing.

### **Additional Facility Requests**

Jen has requested use of the tennis courts at Goodale Park June 24 - 28 and July 15 - 19 (8:45-11:45 AM) for the youth tennis instruction program. She has also requested use June 5, 12, 19 & 26 (6:15-8:30 PM) for the adult program.

- Motion Originator: Bob Dunne
- Motion Description: Approve use of the tennis courts for both the youth and adult programs, as submitted.
- Motion Seconded: Rick Shaw
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

### **Bills to Approve**

motion originator	Motion Description			motion seconded	Approvers Disapprovers
Rick Shaw	Approve payment to	Jen Breen	\$109.44	Bob Dunne	All Approved
Rick Shaw	Approve payment to	Sharon Dwelley	\$230.00	Bob Dunne	All Approved
Bob Dunne	Approve payment to	Jen Breen / salary	\$300.00	Rick Shaw	All Approved
Rick Shaw	Approve payment to	Graf Brothers	\$105.00	Gary Flynn	All Approved
Bob Dunne	Approve payment to	United Site Services	\$140.00	Rick Shaw	All Approved
Rick Shaw	Approve payment to	WB Light Plant	\$375.81	Gary Flynn	All Approved
Bob Dunne	Approve payment to	Telegram	\$302.68	Gary Flynn	All Approved
Bob Dunne	Approve payment to	Tru Green	\$1,149.00	Rick Shaw	All Approved

### **Outstanding Permit Fees/Insurance Certificates**

The check and insurance certificate from the Women's Softball League have been received. The High School has paid for the Spring sports. Youth Soccer is the only league who has not paid their fees.

### **Parks Facility Committee**

Bob stated that the committee had been concentrating on the All-Purpose Field for their next project. Some questions have been raised by some of the committee members and the committee is doing a walk thru at Goodale Park this Saturday. Bob would like Goodale Park to be developed as a whole, with a master plan to incorporate a pool and best use for the pine grove. The master plan would be presented to and reviewed by the Parks Commission. Bob noted that it may be less expensive to do the phases individually and not have it done by one engineering firm, which would probably involve them contracting out the work and the cost being marked up.

Steve stated that the Sr. baseball field needs to be addressed. Bob stated that the committee's goal is to go to town meeting in the fall for funding for phase 1 (existing conditions survey) and phase 2 (design proposal).

### **Old/New Business**

The price for a new scoreboard at the Sr. Baseball Field is approximately \$2500 (installed). The board has been waiting for the American Legion regarding the scoreboards for the Little League fields, in hopes of getting a better price for a quantity of 3. Gary has spoken with someone at the Legion, but is now waiting to speak to someone else (who is currently in Florida). Rick noted that the Townsend Field does get more use by the Little League and it would be nice to have score boards on at the fields. Bob reminded the board members that it needs to be kept in mind, not to infringe on use of the fields for other sports.

The Wachusett Country Club has a bunker machine that they plan on donating to the town. Steve stated that they currently have the machine apart and are refurbishing, before donating.

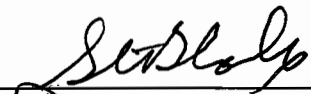

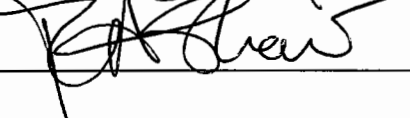
Steve would like to see thank-you letters be sent to groups and individuals, who have volunteered their time or made donations to the Parks Commission. Rick suggested that the board have thank-you cards made up. Rick has volunteered to look into the design and purchase of the cards.


New nets are needed at the Goodale courts. Steve will speak to Tim Shea regarding the ordering of the new nets.

The concession stand at the All-Purpose Field was broken into and \$700 worth of equipment was stolen. Gary stated that the town's insurance will pay for surveillance equipment, up to a certain amount. Gary has spoken with Nancy Lucier regarding applying for the funds and she is looking into it. Rick stated that in response to the tragedy in Newtown, CT, the School Department has been told to do whatever is necessary for safety. Two things that they came up with are locks and cameras. The cost for the cameras and wiring is \$27,000, which they are trying to get an article put on the Town Warrant for funding.

- Motion Originator: Gary Flynn
- Motion Description: To adjourn 9:15 PM
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meeting: June 4, 2013 7:00PM



DATE: 08-12-13