

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

August 10, 2014 7:03 PM

Members Present: Steve Blake (Chair), Bob Dunne, Gary Flynn, Jim Pedone, John Pitro
Members Absent: none

Guests: Scott Sanville, Tim Shea

Approval of Minutes

- Motion Originator: John Pitro
- Motion Description: Approve minutes for May 12, 2014 meeting.
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Treasure's Report

Account Balances: Field / \$6,294, Recreation / \$9,373, Pride Park / \$4,075

Deposits since last meeting (July 7): Field / \$94, Recreation / \$6,646, Pride Park / \$117

Soda receipts to be deposited: Field / \$124, Pride Park / \$61

Facility Request/Little League

WB Little League has requested use of "A&B" fields, for practice time on weekday evenings.

- Motion Originator: Bob Dunne
- Motion Description: Deny Little League's request, based on no available fields.
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved with Jim abstaining

Outstanding Permit Fees/Insurance Certificates

WB Youth Soccer's insurance cert expires at the end of this month and their check will be received at the next meeting.

Bills to Approve

motion originator	Motion Description	motion seconded	Approvers Disapprovers
Jim Pedone	Approve payment to Best Soccer \$600.00	John Pitro	All Approved
Bob Dunne	Approve payment to WB Light Dept \$135.42	Gary Flynn	All Approved
Jim Pedone	Approve payment to Jorge Landeo - rec refund \$60.00	Gary Flynn	All Approved
Bob Dunne	Approve payment to Recreation Refunds \$350.00	John Pitro	All Approved
	\$ 75.00 / Katie Hutchins \$ 100.00 / Erin Palumbo		
	\$ 75.00 / Kim Theriault \$ 100.00 / Mario Figueriredo		
Bob Dunne	Approve payment to Recreation Staff \$1,611.75	John Pitro	All Approved
	\$ 425.75 / Corey Page \$ 341.25 / Rachel Johnson		
	\$ 247.00 / Katie McKeon \$ 289.75 / Joe DeBonis		
	\$ 308.00 / Erica Dougherty		
Jim Pedone	Approve payment to Jen Breen \$300.00	Gary Flynn	All Approved

Parks and Recreation Programs

Jen was not able the meeting and sent an email with a report on the recreation programs

- Motion Originator: Bob Dunne
- Motion Description: To include Jen's email in the minutes of the meeting.
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Parks Facilities/Maintenance Items

The board reviewed the updates (provided by Anthony Sylvia, via email) on each of the DPW matters. Additional information resulting from the board's discussion is preceded by an asterisk.

Irrigation Repairs: *Manual controls remain functional to ensure watering capabilities. Turf conditions remain acceptable.*

Fencing/Backstops Repairs: *Goodale HS Babseball – MLP scheduled to install netting support cable 8/11/14; MLP and DPW worked to remove netting at Woodland Park; quote for tree trimming at Woodland Park Netting is \$2,550 – project budget needs adjustment accordingly.*

Concession Stand (AP Field) Repairs: *DPW will strive to coordinate with S. Blake to complete as much of the improvements as possible by 8/15/14 since football activity begins week of 8/18/14.*

Long Jump Repairs: *Status not confirmed, but believed to be completed in July 2014.*

*Steve noted that there is still landscaping the needs to be completed at the long jumps.

Pool & Mixer new fields: *Resolution between Town Administrator and Demo Company to ensure demo contract compliance.*

Storage Shed (Sr.BB Field) Repairs: *Schedule TBD.*

Fertilization, weed control, seeding & notfications: *Notification procedures developed to acceptable levels, remains to be memorialized into a written Policy. TruGreen has been contracted to conduct the weed control treatments, while DPW will continue with the fertilizing, overseeding and pH control program.*

*Bob will put together an applications and seeding schedule for all of the fields, for Anthony to review. The board members are not satisfied with the service that is being provided by Tru-Green and would like to have a 2 or 3 other companies providing quotes.

Retaining Wall @ Goodale Courts: *Structural engineer for Warner Architects stated that the wall exhibited deflection and separation to degrees that are acceptable against standards for the type of wall built. Review of contract documents revealed that the two water management systems are separate from each other – surface drainage and groundwater drainage. The drainage systems that are accessible for maintenance do not have bearing on the wall stability. Periodic maintenance is not specified in the contract documents, however, DPW will schedule appropriate inspections to deter blockages.*

*Bob has the maintenance information (for the courts) from Pat Inderwish.

Townsend Field Modifications: *No further evaluation for little league field reconfiguration has been undertaken since the previous Commission meeting.*

*The board discussed whether the modifications should wait until there is information from the master plan being developed by the PFC and concerns about interrupting field use while work is being done and if there sufficient funding to complete.

- Motion Originator: John Pitro
- Motion Description: To postpone modifications to Townsend Field until more information is obtained from DPW and FPC.
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (with Jim voting no)

Facility Requests

Tracy Bagdasarian has requested to change dates and times (9/4 6-7:30PM & 9/6 1:30-4:30PM) of already approved permit for use of gazebo and common.

- Motion Originator: Bob Dunne
- Motion Description: Approve changes to Bagdasarian permit as requested.
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Request for use of the summer house and "A&B" Fields for Frost family party on Aug 24 (3-5PM).

- Motion Originator: Jim Pitro
- Motion Description: Approve Frost usage request as submitted.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The Masonic Lodge would like to use the common area (in front of their building) on Sept 6, to hold a fundraiser.

- Motion Originator: Bob Dunne
- Motion Description: Approve Masonic Lodge usage of common, pending receipt of usage request form.
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Committee Updates / PFC & Open Space

Bob reported that the Parks Facility Committee is in the final stages of awarding the bid. Once awarded, the engineering firm will meet with the PFC, Parks Commission, leagues and residents.

Old/New Business

- Motion Originator: Bob Dunne
- Motion Description: To add email address to usage request form and look at changes in the future.
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Bob and John will look into the possibility of having the usage request form be electronic.

Thank-you notes will be done at the board's next meeting, when Jen is in attendance.

The board has been asked for a member to serve on the Town-wide Planning Committee. The board members think the individual should be from the PFC.

The board will begin processing invoice payments on a bill payment schedule (instead of individual voucher approval).

Steve reported that there has been a slight drop-off of receipts from the soda machines. The board discussed whether the machines should be emptied for the winter months.


Member Requests


John inquired about the reorganization/structure of the board. Steve will put this on the agenda for the next meeting.

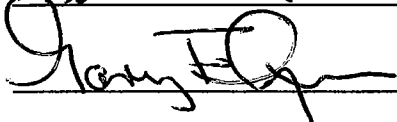
Bob would like to see a shared calendar be developed for scheduling of fields. Tim suggested seeing if a school class could work on constructing the calendar.

- Motion Originator: Jim Pedone
- Motion Description: Adjourn / 9:00 PM
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meetings: Sept 8th and Oct 6th







DATE: 11-03-14