

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

September 8, 2014 7:10 PM

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

Guests: Jen Breen**, Tim Shea, Anthony Sylvia, Mike Bartkus (Athletic Director)

Approval of Minutes

- Motion Originator: Gary Flynn
- Motion Description: Approve minutes for June 9, 2014 meeting.
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Treasure's Report

Account Balances: Field / \$9,807, Recreation / \$6,450, Pride Park / \$4,075

Deposits since last meeting: Field / \$124.00, Recreation / \$0.00, Pride Park / \$61.00

Outstanding Permit Fees/Insurance Certificates

WB Youth Soccer's payment has not been paid.

Bills to Approve

- Motion Originator: Bob Dunne
- Motion Description: Approved payment to Wachusett Country Club, Stratton Hill Apartments, Graf Brothers and United Site Services – totaling \$4,246.00
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Bob Dunne
- Motion Description: Approve payment of Jen's salary \$300.00
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Gary Flynn
- Motion Description: Approve payment of Lynne's salary \$1,200.00
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Parks Facilities/Maintenance Items

The board reviewed the time table for over seeding and applications of weed control and fertilizer and discussed the procedure of notifying the leagues and groups of the treatments.

- Motion Originator: Bob Dunne
- Motion Description: To approve Anthony's recommendation that he notify the league/group leads and the leads then pass the information on to the others in their league/group.
- Motion Seconded: Gary Flynn
- Motion Discussion: Gary requested modifying the motion to include that one field not be done at the same time as the others
- Motion Approvers/Disapprovers: All Approved with modification

Steve is working on completing the repairs to the concession stand at the All-Purpose Field, and may need some assistance from the DPW.

Anthony will contact a masonry company to get advice regarding the lime deposits on the retaining walls at the Goodale courts. Anthony will continue to monitor the condition of the wall and the run-off systems. Bob Dunne will work with Pat Inderwish on putting together a condensed maintenance document for the courts.

*John arrived

Anthony reported that the trees at Woodland have been removed and the next step is to have the netting installed.

Anthony reported that the contractor who did the demolition work at the pool and Mixer has been all but paid in full. Bob stated that the Selectmen have ideas for future use of the Mixer site and he will get input from the Parks Facility Committee at their meeting on Wednesday.

**Jim and Jen arrived

The board discussed modifying the Girls' Softball field to have a 50/70 field for Little League and the obstacles and questions that are involved.

- Motion Originator: Jim Pedone
- Motion Description: Revisit the matter at October meeting, with cost estimates
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Steve and Tim will work on getting prices and John will speak with the softball leagues.

Committee Updates/PFC & Open Space

The Parks Facility Committee is meeting on September 10th to vote on awarding the contract for the master engineering.

The Open Space Committee met on August 19th and Gary provided that board members with the draft of the meeting's minutes.

Approval of Minutes

- Motion Originator: Jim Pedone
- Motion Description: Approve minutes for June 23, 2014 meeting.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (Bob abstained)

New Business

The board reviewed the process of submitting facility request forms with the new Athletic Director, Mike Bartkus. Bob informed Mike that the PFC will be looking for input from him, once they get to the planning stage. Mike was informed that there have been issues in the past with out-of-towners using the basketball courts during school hours and gym teachers sending students down to courts without supervision. Mike was instructed that the coaches should go thru him for matters that need to be addressed and he can go directly to Anthony with them. Tim and Mike will evaluate the trash issues after this weekend's activities.

Anthony has suggested that a walk-thru at all three locations be done three times a year.

Parks and Recreation Programs

Jen reported that she was not happy with the golf program that was offered thru Wachusett Country Club and that they were a little disorganized. The other summer programs ran very well with a small loss for the entire season. Jen has given the office space at 35 Worcester St a fresh coat of paint and is in the process of moving in. Jen will be running the half-day school programs again this year and is already selling ski passes for the ski club. Jen received an email from the Mass College of Pharmacy looking for field/court space for soccer and basketball.

Jen will prepare the thank-you notes to be signed at the next meeting.

Old/New Business

Jim reported that the "no swing on deck" signs were never permanently installed and one is already gone. Steve will speak with Anthony regarding the matter.

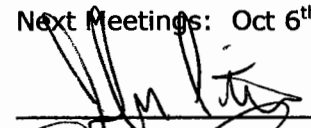


The board discussed organization of the board and if it should include committee assignments.

- Motion Originator: Jim Pedone
- Motion Description: Going forward that board organization to be done annually at the October meeting, being first on the agenda.
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jim spoke with Karen Pare about developing an online usage request form and she is looking into it. For the time being the board will request email addresses from the parties submitting the forms. John and Bob will continue to work on developing an electronic form.

- Motion Originator: John Pitro
- Motion Description: Adjourn / 9:42
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meetings: Oct 6th and Nov 3rd 2014 / 7:00 PM



DATE: 01-12-15