

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

October 6, 2014 7:05 PM

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

Guests: Jen Breen, Tim Shea, Chris Rucho, Sarah Latoure, Ken Cleveland, Mychelle Phillips

Approval of Minutes

- Motion Originator: Bob Dunne
- Motion Description: Approve minutes for July 7, 2014 meeting.
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (John abstained)

Treasure's Report

Account Balances: Field / \$11,467, Recreation / \$6,300, Pride Park / \$4,075

Deposits since last meeting: Field / \$4,000, Recreation / \$3,825, Pride Park / \$0.00

Receipts to be deposited: Field / \$149, Recreation / \$182.50, Pride Park / \$131

Outstanding Permit Fees/Insurance Certificates

The High School's fall fees are the only outstanding fees.

Bills to Approve

The board discussed the new process being used for paying bills and whether the approval of the payment schedule should be voted on at the board's meeting.

- Motion Originator: Bob Dunne
- Motion Description: To keep the bills paid report on the agenda as it is now and use payment schedules for bills from this point forward.
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Two payment schedules were approved: \$ 807.01 total (\$495.56 rec, \$311.45 field)
\$ 753.75 total (all field)

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

New Business

Mychelle Phillips reported that the Score Board Committee has been reorganized and is in the process of raising funds for a score board at the All-Purpose Field. The group has spoken with the Parks Facility Committee, who has instructed them to move forward. Steve requested that the lighting of the flagpole be incorporated in the project and that the old score board be kept (to possible use at Woodland).

Parks and Recreation Programs

Jen provided a brief report on the current programs and what she is in the process of organizing. Jen reported that she had 46 kids for the first (of 7) half-day last week and had a profit of \$495.00. Jen is being honored by the Wachusett Chamber of Commerce at their event on Oct 22nd, for her work with the recreation programs. Jen is moved into the office space at the DPW building.

Parks Facilities/Maintenance Items

The board discussed the options for a 50/70 field for Little League and decided that it is not necessarily feasible to use the Girls' Softball Field. Jim noted that Little League is not looking for an additional field, just looking for a 50/70 configuration, which would allow AAU play. The Townsend field needs some repairs before spring play, whether it is modified or not. Tim will speak with Anthony regarding the needed repairs.

Anthony was unable to attend the meeting and sent an email to the board with the current status on the maintenance items (his responses are in bold type).

Repair of all Irrigation Systems - **Irrigation systems are controlled – some automatically, some manually. No work planned to fully automate due to water expense.**

Repair all fencing as needed/ Back stops bad/ CPA money for project \$ 26,480.00/ Back stops Repair \$ 3,500 - **DPW provided the requested \$3,500. For Woodland, tree work was completed and invoice sent to CPA for payment to Trees Unlimited. Replacement netting cable was installed in September. Netting remains to be installed. Debate: install netting now, or in Springtime 2015??**

Repair snack shack Football field/ Done-needs paint

Fertilization, weed control and over seeding/ Bids/ Anthony **Bid package to be completed and advertised for turf treatment services early 2015**

Retaining walls Basketball and Tennis Courts / Lime deposits **Masonry company to be contacted for advice to deal with this cosmetic problem**

Modify A Field for Little League **Tim Shea developing plan to implement 50-70 sized field, and report on use of softball field for this purpose in the meantime.**

Quarterly Parks walk thru inspection to establish a project list/ Schedule/ Anthony **With a goal of three quarterly inspections for Spring, Summer and Fall, I suggest Saturdays 8:30AM-10:30AM on 3/28/2015, 6/20/2015, and 9/12/2015, pending weather/field conditions.**

ADD-ON - United Services and Graf Brothers / Anthony DPW began paying these vendors, for porta potties and storage boxes, in September 2014 at the request of the Parks Commission Chair, on the premise that the Committee will pickup Parks expenses in Spring 2015 (annual practice) when DPW funds are depleted.

Facility Requests

Steve approved use of the All-Purpose Field by the WBHS Student Council for their powder-puff football game, which was held on Sept 23rd (5:30-8:00). The permit was submitted after the board's last.

Committee Updates/PFC & Open Space

Bob reported that the Parks Facility Committee has entered into an agreement with an engineering firm and reviewed the committee's meeting schedule (thru the end of 2014).

Gary does not have any new updates for the Open Space Committee.

Old/New Business

John reported that he is still working on changing the request form to include an email address.

The board signed three thank-you cards that will be sent to the WB Municipal Light, WB School Department and Boy Scout Troop 151.

Board reorganization:

- Motion Originator: Bob Dunne
- Motion Description: To appoint John Pitro as the board's chairman.
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Jim Pedone
- Motion Description: To approve that Bob Dunne continue as the board's treasurer.
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Bob Dunne
- Motion Description: To approve that Jim Pedone continue as the board's co-chair.
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Steve has received a request to allow the high school football to practice on the "A&B" fields. The board members see the need to have them off of the Sr. Baseball outfield, but are in agreement that using "A&B" is not a good idea. Having them off of the outfield the last month of the season, would give the opportunity to smooth out the holes and dormant seed.

- Motion Originator: John Pitro
- Motion Description: Approve limited use of "A&B" for football practice, after the soccer league is done.
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The Arts Rock Foundation is storing their backdrop at the stage at Goodale Park.

- Motion Originator: John Pitro
- Motion Description: To have skating rink this winter
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen suggested that there be a port-a-toilet and a couple of benches at the skating rink. Jen also noted that there were issues with pallets being left on the ice last year and that rules need to be posted for the hockey players.

The board discussed whether to continue as was being done in previous years regarding the lights at the Goodale courts or if the lights should be turned off at 8:00. Jim is concerned about the lights being off, while the parks are posted as open.

- Motion Originator: Bob Dunne
- Motion Description: To exercise discretion as outlined in the rules and close the parks at 8:00 for the month of October and shut the lights off for the winter on Oct 31st.
Bob amended the motion to be 8:00 Sun-Thu and 10:00 Fri&Sat
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (with Jim being opposed).

The board discussed the issue that involved the football players and cheerleaders cleaning up the litter after last Friday's football game. The board discussed who should be responsible for cleaning up the area of the bleachers and whether there should be a separate permit issued for the group that is running the concession stand. The high school is working on a resolution that would involve community services. If it continues to be an issue, Bob suggested having the High School and the Touch-down Club attend a Parks Commission meeting. Steve noted that there is also an issue with trash from the Physical Education classes and ask Jim to speak with the PE teachers.

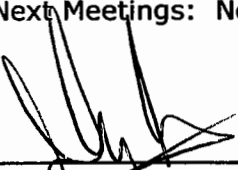
The board discussed whether to shut the soda machines down for the winter. Steve will speak with Pepsi and see if they will take back the unopened cases.

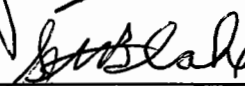
Member Requests

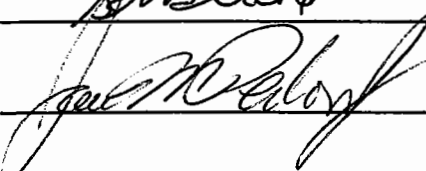
Jim would like to have community input added to the agenda of each meeting. Jim also suggested that the minutes not need to be as detailed as they are.

- Motion Originator: Bob Dunne
- Motion Description: Adjourn / 9:19
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meetings: Nov 3rd and Dec 1st 2014 / 7:00 PM









DATE: 12/1/14
