

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

January 6, 2014 7:00 PM

Members Present: Steve Blake (Chairman), Bob Dunne, Gary Flynn, Jim Pedone

Members Absent: none

Guests: Jen Breen

Approval of Minutes

- Motion Originator: Jim Pedone
- Motion Description: Approve minutes for September 10, 2013 meeting.
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Outstanding Permit Fees/Insurance Certificates

There are currently no outstanding fees or insurance certificates.

Treasure's Report

Deposits totaling \$1,753 were made into the field account, \$2,567 into the recreation account and \$20 into the Pride Park account. The balance on the field account is \$19,883, the recreation account is \$2,400 and Pride Park is \$3,648.

Steve reported that the DPW has expended the Parks FY14 funds and that he has spoken with Anthony regarding the need for additional funding from the town.

Bills to Approve

motion originator	Motion Description			motion seconded	Approvers Disapprovers
Bob Dunne	Approve payment to	Window on Wildlife	\$250.00	Jim Pedone	All Approved
Bob Dunne	Approve payment to	United Site Services	\$97.99	Gary Flynn	All Approved
Jim Pedone	Approve payment to	Jen Breen	\$58.99	Gary Flynn	All Approved
Bob Dunne	Approve payment to	Graf Brothers	\$150.00	Jim Pedone	All Approved
Jim Pedone	Approve payment to	Sodco	\$3,100.00	Gary Flynn	All Approved
Jim Pedone	Approve payment to	Jen Breen	\$300.00	Gary Flynn	All Approved
Gary Flynn	Approve payment to	Joe DeBonis	\$54.00	Jim Pedone	All Approved
Bob Dunne	Approve payment to	Rachel Johnson	\$60.00	Jim Pedone	All Approved
Gary Flynn	Approve payment to	Kate Nylen	\$18.00	Bob Dunne	All Approved
Gary Flynn	Approve payment to	Ericka Smith	\$18.00	Jim Pedone	All Approved
Jim Pedone	Approve payment to	Katie McKeon	\$40.50	Gary Flynn	All Approved
Bob Dunne	Approve payment to	WB Light	\$168.20	Jim Pedone	All Approved

Steve will look into what is on the electric bill for the Girls' softball field, which was \$107.43 for the month.

Parks and Recreation Programs

Jen reported that the ski club starts tomorrow and that two free passes have been earned (based on the number of participants and passes sold). One of the passes has been raffled off and the board voted to allow Jen to utilize the second pass.

- Motion Originator: Jim Pedone
- Motion Description: To give one of the free passes to Jen, for her to use
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen reported that she had 53 children participate in the last half-day program. The income was \$1,130.50, the costs were \$980.00; with a profit of \$560.00. The next half-day program is February 5th and Jen is planning on taking them sledding (in small groups). Jen stated that she is capping the enrollment at 50 kids.

Bob and Jen are working on organizing the summer basketball league. They plan on having an individual in charge for each night (3 hours) as they did last year. Jen has suggested that preregistration be required. Bob stated that one of the advantages of having WB Youth Basketball running the league; is that the recreation department does not need their own supplies. Bob has suggested on having the league start earlier in June (if possible). Jen is still hoping for space at Town Barn for an office and storage. Steve will speak with Leon regarding the need for office and storage space for the recreation programs.

Parks Facilities/Maintenance Items

Anthony Sylvia was not able to attend the meeting; Steve provided the board with the statuses of the items on the maintenance list. The repairs to the irrigation systems are still ongoing. Gary asked if the board should obtain quotes for the needed repairs for the irrigation system. Bob noted that the PFC is looking at compiling an existing site survey, which would include the irrigation system. The PFC is meeting tomorrow night, they will take one last look at the RFP, before sending it out for bid.

Steve has prepared an application form for CPA funds (\$30,000) for fencing and netting.

- Motion Originator: Bob Dunne
- Motion Description: To submit the application to CPC as written.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Steve stated that the construction of the dugouts at the girls' softball field is on hold because of the weather. The repairs to the concession stand at the All-Purpose Field have not been completed. The sod was put down at the Sr. Baseball Field in early December. The repairs to the long-jump will be done in the spring.

Jim will have additional information and sketch for the next meeting on the desired dimensions for Townsend Field. Jim stated that the size of the infield dictates the rules on how they can play the game. Jim again noted that Boylston needs to be in agreement with making changes to one of their fields. Jim would like to see a diamond with the larger dimensions to be included in the master plan being developed by the PFC. Bob stated that the PFC plan would not be looking at

the baseball field area ("A&B" fields). Jim stated that he had the impression that if the location would be better suited for another use; that moving the baseball fields would be considered.

Steve has spoken with the Building Inspector regarding the repairs needed at the summer house. The Building Inspector has suggested that Steve get quotes to have the repairs done. The funds that were approved for the repairs have a sunset clause and have to be used by the end of June.

- Motion Originator: Gary Flynn
- Motion Description: To have Steve obtain quotes for the roofing/repairs of the Summer House.
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The nets at the tennis courts have been taken down, but the gates have not been locked. Also, the gates to the basketball courts are not being locked during inclement weather. The board discussed whether things are being addressed in a timely fashion by the DPW. Bob asked if the board would be better off to do some of the things themselves. Steve advised against it, because there have been grievances filed in the past. Steve noted that directives (for Tim Shea) need to go thru Anthony.

The dinosaur ride at Pride Park has not been repaired. Jen stated that in the spring, all of the playground equipment should be checked to make sure bolts are not sticking up. Jen also stated that signs stating "no dogs" need to be posted at all of the Parks (specifically Pride Park and the track area). Steve stated that the PE teacher needs to call the police if there are issues with dogs. Steve noted that there is a branch that has come down on the playground and needs to be removed.

Steve reported that the pool demolition has begun and that he has spoken with Leon about the properties being left as level as possible, for practice field areas.

Facility Requests

There were no requests to be approved.

Committee Updates / PFC & Open Space

The Open Space Committee is meeting tomorrow night, there is nothing new to report at this time.

The Parks Facility Committee is also meeting tomorrow night, and will review the RFP one last time (before it is goes out for bid).

Old/New Business

A fundraiser was held on New Year's Eve to raise money for a new scoreboard at the Sr. Baseball Field. The board has not heard anything from the group that is raising the funds. The board has also not heard anything in regards to the possible donations of scoreboards for the All-Purpose Field and "A&B" fields. The bunker machine from Wachusett Country Club will hopefully be repaired and donated by the spring, so it can be utilized in getting the fields ready for the season.

Steve has been posting the meeting dates on the town's cable access channel. The board had discussed at the last meeting, the need to formally authorize the chairman to approve permit requests (which need to be addressed sooner than the next scheduled meeting). However, there was no motion made to address the matter.

- Motion Originator: Bob Dunne
- Motion Description: Give power to Steve to approve usage requests between meetings, if needed.
- Motion Seconded: Gary Flynn
- Motion Discussion: Jim asked if it would go to the co-chair if the chairperson was not available.
- Motion Amended: Give power to chairperson to approve usage requests between meetings (if needed), and the co-chair if the chairperson is unavailable. The other board members are to be notified via email of the approval.
- Motion Approvers/Disapprovers: All Approved




Steve will notify Anthony that the sheds at Woodland and the Sr. Baseball Field need to be repaired. Steve thinks there may be a skunk living under the shed at Woodland.

Jim stated that the Little League Safety Office went to a district meeting and was instructed that there needs to be signs stating "no on deck swinging". This is a league rule and they are required to have it posted. Jim also stated that there may need to be netting along the 3rd base line of Townsend Field or signs stating "beware of foul balls". Jim suggested if foul ball signs are posted, that they are also put along the 1st baseline. Steve will get pricing for six "no on deck swinging" signs. Steve asked Jim to look at what locations would need the foul-ball signs.

- Motion Originator: Bob Dunne
- Motion Description: For Steve to procure 6 "no on deck swinging" signs.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (Jim Pedone abstained).

- Motion Originator: Bob Dunne
- Motion Description: To adjourn / 9:42
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meeting: March 10, 2014



DATE: 04-07-14