

## WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

May 12, 2014 7:00 PM

Members Present: Steve Blake (Chair), Bob Dunne, Gary Flynn, Jim Pedone, John Pitro (7:05)

Members Absent: none

Guests: Jen Breen, Anthony Sylvia, Siobhan Bohanson

### **Approval of Minutes**

- Motion Originator: Gary Flynn
- Motion Description: Approve minutes for February 3, 2014 meeting.
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

### **Treasure's Report**

Deposits totaling \$5,456 were made into the recreation account, \$64.00 into the field account and \$176.00 into the Pride Park account. The balance on the field account is \$15,708 the recreation account is \$12,117 and Pride Park is \$3,668.

### **Facility Requests (7:05)**

Kevin McCormick attended the meeting to discuss and review with the board the activities that are being planned for the It's a Celebration event to be held Memorial Day weekend.

- Motion Originator: Bob Dunne
- Motion Description: To approve usage request for the It's a Celebration event for May 24<sup>th</sup> / 6PM to Midnight (May 25<sup>th</sup> raindate), as discussed (pending receipt of form and insurance certificate).
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

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

Steve informed Anthony that the trash receptacles on the common are overflowing, and asked him to have them emptied. Anthony reported that the irrigation systems at the All-Purpose Field, Sr. Baseball Field and Girls' Softball Field are all working, but that the system at the "A&B" fields need repairs. The CPA funds for fencing and backstops will be voted on at the town meeting, May 19<sup>th</sup>.

The donation of the dugouts at the Girls' Softball Field by the Nysten family and the scoreboards at the Sr. Baseball Field and the Townsend Field will all need to be accepted as donations by the Board of Selectmen.

Gary and Steve have been working with a security company on installing alarms, which has to be completed as soon as possible (the funding is only available thru the end of the month). The concession stand at the All-Purpose Field is full of football equipment and the area in need of repair can not be accessed. The repairs to the long jump are completed and the roofing repairs at the summer house are done. Additional sod was installed at the Sr. Baseball Field.

The two rides at Pride Park have not been repaired, but have been removed until the repairs are completed. Siobhan questioned how long the repairs would take to be completed. Anthony explained that it would take a couple of workers a day to complete. Anthony apologized for the long wait and explained that his department has been down two men and that a lot of time and manpower was spent on the Sr. Baseball Field (in the fall) and they are currently busy with the spring work. Anthony stated that the staffing issues should be alleviated shortly. Jim stated that there are individuals that are interested in volunteering to help the fields. John suggested organizing a town clean-up day. Jim noted that the Little League season is more than half over and the new signs have not yet been installed. Gary explained that there needs to be caution with the volunteering, to avoid union grievances. Jen stated that there was a letter from residents with concerns that the town is looking un-kept. Jen pointed out that the trash barrels at the common were full over the weekend. Steve noted that the trash has been a terrible problem in the parks and has been discussed in the past. Steve suggested that the trash company pickups be increased, to address the issue. John stated that he would not mind taking the lead on organizing volunteer days (twice a year). Anthony stated that he appreciates the volunteerism, but there would need to be a way to work with the union. Anthony asked that a list of available resources be put together. Steve suggested to Siobhan, that she meet with the Town Administrator, to put a procedure together for volunteering. Siobhan stated that she is concerned about the conditions of the Parks Facilities and would not be happy as a parent, if child were being deprived because something is not being addressed. Anthony explained that he is in charge of 400 acres total. Steve stated that in Anthony's defense, he has a lot on his plate and suggested that there be a position for an individual to be in charge of the Parks. John noted that it is the parks and schools that attract people to the town. Jim stated that Little League coaches do have guidelines for dealing with their own trash. Steve stated that the Town Administrator needs to be consulted with, regarding the union issues with volunteers doing work. Siobhan stated that she would be more than willing to work with the board on the volunteering/union agreement. Anthony stated that he has spoken with the Town Administrator regarding reorganization of the DPW, and that it will not be addressed this year. Bob noted that the scouts volunteer on a regular basis and that it is serving the town to not have an agreement with the union regarding volunteers. John, Gary and Siobhan will work with the Town Administrator to put together a volunteer program. Siobhan will provide the board with a report for their next meeting. Steve noted that the town's insurance policy may also present an issue with volunteering.

The areas at the pool and Mixer still need to be loomed and seeded. Anthony stated that the contractor was supposed to be completing the work this week. Steve informed Anthony that Bruce Peterson (on Prospect St) has a lot of loom that he is looking to get rid of. Steve stated that he is working on the repairs to the storage sheds at Woodland and the Sr. baseball field. Steve informed Anthony that there is bitter sweet growing in the fencing at Woodland and needs to be addressed. Anthony stated that he will see that the "no swinging on deck" signs get installed. Repairs to the railing leading up to the basketball courts at Goodale Park, have not been completed. The scoreboard for the Townsend Field has arrived, and is waiting to be installed. The scoreboard for the Sr. Baseball Field has been installed and is working. Anthony reported that the part-timer will be hired and working by the first of June. Tim is working on the fertilization of the fields and the first round of weed control has been applied by Tru-green. Steve requested that the second Tru-green application be put-off until after July 1, so it will be paid for from the FY15 budget. Bob noted that the grub control can wait until July, but that the poison ivy control should still be done in May. Gary asked if Tru-Green would be doing any soil samples at no charge. Anthony will inquire with Tru-Green about the sample testing.

The board had discussed (a few meetings back) the possibility of modifying the Townsend Field to the 50/70 structure and had decided to leave it as it currently is. Jim has now informed the board that they (Little League) may want to revisit it). Steve stated that he will put it on the agenda for the board's next meeting.

John inquired about the missing gate, between the park areas at the playground. Steve stated that the gate is in the shed and needs to be reinstalled.

Gary asked if the MSDS sheets and notifications on the Tru-Green applications are being done properly. Anthony stated that the school is being copied on all of the email notifications. Steve stated that Tru-Green has been using a liquid application and the wait time is only one hour.

The scoreboard at the All-Purpose Field is not working and will need to be fixed before school begins in the fall. Anthony will have the remaining bleachers moved from the All-Purpose Field and will look into the issues with the retaining wall at the Goodale courts.

**Outstanding Permit Fees/Insurance Certificates**

Jim will speak with School Superintendent and Little League regarding payment of the fees.

**Bills to Approve**

motion originator	Motion Description	motion seconded	Approvers Disapprovers
Gary	Approve payment to Jen Breen / supplies \$111.57	Bob	All Approved
Gary	Approve payment to Rain Forest Reptiles \$275.00	Jim	All Approved
Bob	Approve payment to Corey Page \$66.00	John	All Approved
Bob	Approve payment to Joe DeBonis \$33.25	John	All Approved
Jim	Approve payment to Sylvia Brown \$40.00	Gary	All Approved
Jim	Approve payment to Jen Breen / salary \$300.00	Bob	All Approved
John	Approve payment to Jerry's Hardware \$32.98	Gary	All Approved
Bob	Approve payment to Wachusett Earth Day \$30.00	John	All Approved
Bob	Approve payment to Sterling Peat \$750.00	John	All Approved
John	Approve payment to Pepsi-Cola \$327.20	Gary	All Approved
Bob	Approve payment to Bond Construction \$448.75	John	All Approved
Jim	Approve payment to Graf Brothers \$150.00	John	All Approved
Gary	Approve payment to WB Light \$234.92	Bob	All Approved
John	Approve payment to Sodco \$1,990.00	Jim	All Approved
Jim	Approve payment to Tru-green \$703.00	Bob	All Approved
Bob	Approve payment to Home Depot \$103.33	Jim	All Approved
John	Approve payment to Pandolf-Perkins \$475.39	Jim	All Approved
Jim	Approve payment to Pro-Lawn \$2,506.50	Bob	All Approved
John	Approve payment to HR Prescott \$110.96	Gary	All Approved
Jim	Approve payment to Telegram \$126.50	Bob	All Approved
Gary	Approve payment to Maki Corp \$73.05	Jim	All Approved
Bob	Approve payment to BSN Sports \$30.32	Gary	All Approved
Jim	Approve payment to United Site Services \$350.00	Bob	All Approved

Jen will hold the voucher for Rain Forest Reptiles until Friday.

The board discussed having an additional port-a-toilet, to be placed at "B" Field, for the duration of the season.

- Motion Originator: Gary Flynn
- Motion Description: Order an additional toilet for "B" field, until the end of Aug.
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jim and Steve will work together, to determine the location for the toilet.

Jim asked if the bills can be processed on a warrant, to save time. The board discussed having to pay the DPW bills since January. Steve will look into what has been paid by the DPW during FY14. Steve feels that it is a good practice to look at the bills when approving, as is currently being done. The board also discussed billing the recreation programs for use of the facilities.

### **Parks and Recreation Programs**

Jen reported that she has been advertising the Days of Play program for over a month, and has not had much interest. She has determined that she needs a minimum of 15 kids per day to run the program. She has set the registration deadline for June 1<sup>st</sup>. She stated that the current offering include soccer, basketball, tennis and lego programs. Jen had met with with Wachusett Country Club, to organize a golf program, but they are not getting back to her. Gary will speak with Donny Marrone and ask him to have someone to get back to Jen.

### **Additional Facility Requests**

Major Edwards School has requested use of the All-Purpose Field and track area on June 10&11 (10:30-2:30), for their annual field day. The request also included rain dates of June 17&18.

- Motion Originator: John Pitro
- Motion Description: Approve request as submitted by Major Edwards.
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The High School football team has requested use of the Sr. Baseball Field June 24-26 (5:30-8:00PM) to hold a camp. The camp has been held at Assabett in the past. The board discussed whether a reservation fee should be charged for the camp.

- Motion Originator: Jim Pedone
- Motion Description: To approve (with fee waived) the request for use of Sr.Baseball Field, as submitted.
- Motion Seconded: Bob Dunne
- Motion Discussion: All Approved
- Motion Approvers/Disapprovers:

### **Committee Updates / PFC & Open Space**

Bob reported that the PFC's RFP for the engineering to develop a Master Plan at Goodale Park and surrounding areas has been advertised. Steve stated that the chairman of the PFC expressed concern to the Town Administrator about a practice field being created at the site where the pool has been removed.

The Open Space Committee has not met since the board's last meeting and there are no new updates to report on.

**Old/New Business**

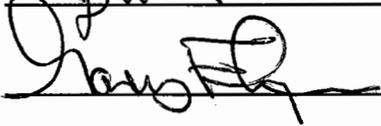
The Board of Selectmen would like to meet with the Naming Committee and the Board of Parks Commissioners (June 4<sup>th</sup> or 18<sup>th</sup>), to discuss naming of the All-Purpose Field. The board discussed whether facilities should continue to be named after individuals.

The board discussed the letter, which Jen referenced earlier in the meeting, from residents who are concerned about the matter of trash not being addressed at the Parks properties. Jen stated that she is extremely concerned that the problem exists, continues and is not being dealt with. Jim noted that there was also a letter from the Little League regarding the poor conditions.

- Motion Originator: Jim Pedone
- Motion Description: Adjourn / 10:00 PM
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meetings: June 9<sup>th</sup> and July 7<sup>th</sup> 2014 / 7:00 PM

DATE: 08-11-14