

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

February 12, 2015 7:00 PM

Members Present: Steve Blake, Bob Dunne, Gary Flynn, John Pitro (Chair)

Members Absent: Jim Pedone

Guests: Jen Breen, Todd Smith, Beth Manjarrez, Anthony Sylvia

Approval of Minutes

- Motion Originator: Steve Blake
- Motion Description: Approve minutes for Nov 3, 2014 meeting.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (Bob abstained)

- Motion Originator: Steve Blake
- Motion Description: Approve minutes for Dec 1, 2014 meeting.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

- Motion Originator: Bob Dunne
- Motion Description: Approve minutes for Jan 12, 2014 meeting.
- Motion Seconded: Steve Blake
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Treasure's Report

Account Balances: Field / \$8,673, Recreation / \$6,785, Pride Park / \$3,748.

Deposits since last meeting: Field / \$0.00, Recreation / \$2,913.50, Pride Park / \$0.00

Receipts to be deposited: Field / \$0.00, Recreation / \$898, Pride Park / \$0.00

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

Community Input

Jen would like to instate a late registration charge for the recreation programs and the board's sub-committee is working on reviewing the board's rules and regulations. A public hearing is needed if there are any changes being made.

- Motion Originator: Bob Dunne
- Motion Description: To hold a public hearing on March 2, 2015 (7:15 PM) for revision of the board's rules, regulations and fees.
- Motion Seconded: Steve Blake
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Outstanding Permit Fees/Insurance Certificates

Currently there are no outstanding fees or insurance certificates. Field usage requests for spring sports will be done at the March meeting.

Facility Requests

Central Mass Spartans (Todd Smith) has submitted a request for use of the Sr. Baseball Field to play AAU games (6 Sundays – Apr 9, May 3,17&31 and July 5&19).

- Motion Originator: Bob Dunne
- Motion Description: Approve request as submitted with ½ tournament rate per game
- Motion Seconded: Steve Blake
- Motion Discussion: Bob noted that the fee would be need to paid upfront and any unused dates would be refunded at the end of the season.
- Motion Approvers/Disapprovers: All Approved

WB Women's Softball (Beth Manjarrez) has submitted a request for the use of the Girls' Softball and "A&B" fields on Wednesdays (June 3-Aug 26). Beth noted that they not been using Mixer because the condition of the field are at times not good and worsen later into the season.

- Motion Originator: Bob Dunne
- Motion Description: Reduce the reservation fee to \$20.00
- Motion Seconded: Steve Blake
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Anthony stated that he will put more emphasis on keeping Mixer in good condition, if it is being used. The request was revised to include the use of Mixer.

- Motion Originator: Bob Dunne
- Motion Description: Approved Women's Softball field request
- Motion Seconded: Steve Blake
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The WB PTA (Jen Breen) has submitted a request for use of the All-Purpose Field and track on June 12th (2-10PM) for their annual end of year family event.

- Motion Originator: Steve Blake
- Motion Description: Approve PTA request as submitted
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jennifer Carter has submitted a request for use of the Gazebo on July 18th (3:30-5:00) for a wedding ceremony.

- Motion Originator: Steve Blake
- Motion Description: Approve Jennifer Carter's request for use of the gazebo.
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Jen will contact Jennifer let her know it was approved, review the plans and make her aware of restrictions.

Parks and Recreation Programs

Jen reported that the ½-day program last week went well and had a profit of \$469. Jen is offering two full-day programs over February vacation. A week has been added on to the end of the ski program, to make-up for a week that was cancelled due to weather. The annual egg-hunt will be held the end of March.

The board discussed whether it would be feasible to run any of the youth sports thru the town.

Parks Facilities/Maintenance Items

Cleaning of well – Might be able to borrow equipment from Holden to do the work. Steve provided information from a company that can do the work.

AP Field Concession stand – painting will be completed in the spring.

Retaining walls – Anthony is still working on the RFP for engineering services to evaluate the structural issues. Steve spoke with someone regarding the lime deposits, they are difficult to remove and will come back.

Turf treatment – Anthony has met with Tru-green to discuss the treatments thru the end of June. Tru-green will notify the Anthony and the schools when they are treating. Anthony will pass the information along to the board and the league representatives.

Irrigation repairs – Steve volunteering to help out with getting the irrigation repairs done.

Quarterly walk-thrus – first one scheduled for March 28, may need to postpone (lots of snow)

Anthony is working on advertising for the seasonal employee. The plan is to have the person start early April.

Old/New Business

Basketball Court surface – Central Mass Power-wash & Restoration has quoted a price to remove the wax with hot water at a low pressure / \$150/hour, min 4 hours, not to exceed \$1,000.

- Motion Originator: Bob Dunne
- Motion Description: Hire Central Mass Power-wash & Restoration, allowing up to \$1,000
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Maintenance Plan '15– Bob and Anthony to work on revisions and updates to existing document.

Facility Request Form – Reviewed proposed changes. Bob suggested that the user be provided (via email) with a scanned copy of the approved form.

AP Field sound system – to be discussed at next meeting

Sr. BB Field dugouts and outfield fencing – both are to be discussed at next meeting.

A&B Field outfield fencing – discussed that Little League should assist with the purchase

Pride Park mulch – can not be evaluated until snow is gone.

Warning track - to be discussed at the next meeting (when Jim Pedone is in attendance).

Parks & Rec coordinator salary – Jen to keep track of the hours she works for a few months.

Batting Cages – discussed possible locations

Committee Updates/PFC, Open Space, Rules & Fees

Sub-committee rules, regulations & fees – reviewed the proposed changes to the fee schedule.

Open Space Committee – nothing to report

Parks Facility Committee – PFC has voted to have engineering firm provide pricing on plan# 3. Bob explained why he is in not agreement with the committee's vote. Bob suggested a meeting with the Parks Facility Committee, Town Administrator and the Open Space Committee, to discuss issues that he has seen in development of the master plan.

Member Requests


Steve – Flagpole at the All-Purpose Field


Garden of Honor needs to be incorporated in Master Plan

Flagpole banner on Rt 12 – should the board should have one?

- Motion Originator: Bob Dunne
- Motion Description: Adjourn / 10:10
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meetings: Mar 2 & Apr 6









DATE: 3/2/15
