

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

March 2, 2015 7:00 PM

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

Members Absent:

Guests: Jen Breen, Jen Lapan, Chris Rucho, Sarah Latorie

Approval of Minutes

- Motion Originator: Steve Blake
- Motion Description: Approve minutes for Feb 12, 2015 meeting.
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (Jim abstained)

Treasure's Report

Account Balances: Field / \$8,673, Recreation / \$6,310, Pride Park / \$3,748.

Bills paid since last meeting: Field / \$0.00, Recreation / \$0.00, Pride Park / \$0.00

Bill to be paid: Field / \$0.00, Recreation / \$1,563.33 Pride Park / \$0.00

Deposits since last meeting: Field / \$0.00, Recreation / \$6,510, Pride Park / \$0.00

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

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

Outstanding Permit Fees/Insurance Certificates/Facility Requests

Currently there are no outstanding fees or insurance certificates.

Mountain Soccer Club (Jenna Lapan) has requested use of Woodland April 1-June 30 / Mon-Thu 5:00-7:30 to hold practices for 2 U10 teams.

- Motion Originator: Jim Pedone
- Motion Description: Approve Mountain Soccer Club request as submitted.
- Motion Seconded: Steve Blake
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Girls' Softball (Sarah Latorie) has requested use of the softball field April 13-June 19 / Mon-Fri 5:30-dusk, Sat noon to dusk, Sun all day and June 23 & 25 5:30 to dusk

- Motion Originator: Steve Blake
- Motion Description: Approve Girls' Softball request as submitted.
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Sarah will speak with Anthony Sylvia if she has any requests for the Parks Department.

Elizabeth Lindsey has requested use of the gazebo/common on Sept 19 (11:45-12:45) for a wedding ceremony.

- Motion Originator: Bob Dunne
- Motion Description: Approve Elizabeth Lindsey's request as submitted
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Todd Turcotte would like to hold an alumni game on Sat June 27th and will submit a request form if the date is available. The board discussed whether it would be covered under the school or town insurance. Steve will contact Todd to discuss the matter.

Jen has requested use of Pride Park on Mar 28 (8-11:00AM) for the egg hunt (rain-date 04-04).

- Motion Originator: Gary Flynn
- Motion Description: Approve Jen's request as submitted
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

The High School's field requests forms will be submitted for the April meeting.

Little League (Jim Pedone) has requested use of "A&B" on April 26th (12-6:00PM) for opening day.

- Motion Originator: Bob Dunne
- Motion Description: Approve Little League request for April 26th as submitted
- Motion Seconded: Steve Blake
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (Jim abstained)

Little League (Jim Pedone) has submitted usage request April 1-June 30 for the following:

"A&B", Woodland, & Mixer / Mon-Fri 5:00-8:00PM, "A&B" / Sat & Sun 8:00-4:00PM and Woodland / Sat 8:00-11:00AM and "A&B" on August 1st.

- Motion Originator: Steve Blake
- Motion Description: Approve Little League's request as submitted
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: Approved (Jim abstained)

Parks and Recreation Programs

Jen started on Jan 12th, keeping track of the hours she puts in. Jen reported that both of the days of play that ran over February vacation had a profit and another ½-day program is being offered next week. The ski program has two more weeks. Jen is concerned that the courts will not be ready (wax removed) before the start of the basketball program.

Jen stated that the PTA would like to include the life-flight helicopter at their annual year-end event and would need to revise their permit to include use of the Sr. Baseball Field

- Motion Originator: Bob Dunne
- Motion Description: Approve revision of PTA permit to include Sr. Baseball Field
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Parks Facilities/Maintenance Items

Anthony was unable to attend the meeting and did not send an email with updates. Jim expressed concerned that it is March and the seasonal part-time employee has not been hired. John will check with Anthony regarding the status of the advertising/hiring of the position.

Jim stated that the outfield fencing on the "A&B" fields needs to be addressed. Jim had looked into pricing for fencing and thinks the cost for both fields was \$2,500.

- Motion Originator: Bob Dunne
- Motion Description: Approve up to \$3,000 for fencing
- Motion Seconded: Steve Blake
- Motion Discussion: Steve stated that there are not a lot of funds available and other options should be looked at.
- Motion Approvers/Disapprovers: Approved (Steve & Jim abstained)

Old/New Business

The board reviewed the proposed changes to the usage request form. Chris Rucho has agreed to create the fill-in and print version, once the changes are approved (will be done in conjunction with the public hearing).

Jim has borrowed from Pat Inderwish a copy of the maintenance manual for the courts at Goodale Park. Bob has volunteered to go thru the documents, which contain extensive information, and extract the maintenance information. The maintenance of the courts is not included in the current Parks Maintenance Plan. The board discussed the need for the board to obtain a copy of the court maintenance manual.

The board reviewed and discussed the quotes that Steve obtained for the sound system at the All-Purpose Field. Whereas the system is not needed until the fall and the lack of funds available, the board will hold off on making the purchase.

- Motion Originator: Jim Pedone
- Motion Description: Approve to choose the quote from Fornari for JBL system
- Motion Seconded: Gary Flynn
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Removal of the wax on the basketball courts can not be addressed because of amount of snow.

Gary will get information on building metal dugouts at the Sr. Baseball Field and report back at the next meeting. This would be a project that would be done in the fall, when the field is not in use.

It is too late to apply for CPA funds for fencing for the Sr. Baseball Field, to be voted on at the May Town Meeting. It will have to wait until the Town Meeting in the fall. Bob suggested looking at the entirety of the Goodale Park area, identifying what needs to be fixed, and requesting funds from the CPC for the Fall meeting.

Mulch requirements for Pride Park can not be evaluated until the snow has melted.

The board discussed warning tracks at the "A&B" fields and if volunteers could assist with the project. Anthony will need to be consulted on the matter.

The board reviewed and discussed the proposed changes to the fee schedule. Steve would like to start charging (reservation) fee for the gazebo/common again. It has not been charged since the scheduling was taken over by the Town Administrator (a few years back), which has since been given back to the Parks Commission. It was decided to keep the gazebo/common fee on the fee schedule, but to change the fee for the "up to 3 hours" to \$100. The board also discussed the changing "waive a fee" to "reduce a fee".

- Motion Originator: Steve Blake
- Motion Description: Approve fee structure document with the changes as discussed, for the public hearing
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

John will ask Anthony to obtain information (from Worcester Parks) on the "bouncy" playground surface material.

The Nylen family has spoken with Steve about raising funds to purchase a scoreboard for the softball field. Steve worked with them on the dugouts and will do so again for the scoreboard.

Jim would like to see batting cages as part of the master plan being developed. Chris suggested looking at organizations to run fundraisers, to help pay for batting cages.

The board discussed possible uses for the land at Mixer and if the land was designated for parks. John will speak with Leon regarding the matter.

The flag at the All-Purpose Field was not taken down and will have to remain up until the snow cover diminishes.

Steve noted that the tribute area needs to be included in the master plan, as previously discussed with the Naming Committee.

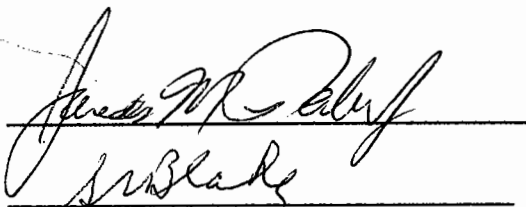
Committee Updates/PFC, Open Space, Rules & Fees

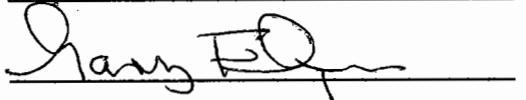
The Open Space Committee is considering applying for CPA funds to update the Open Space Plan and would like the board's blessing to do so. It was questioned whether the funds could be used for that purpose.

The board discussed what the roles and responsibilities are of the Parks Commission, Open Space Committee and Parks Facility Committee. John will contact the Town Administrator to set-up a meeting with the board, the two committees and the Town Administrator (tentative date Mar 30).


- Motion Originator: Steve Blake
- Motion Description: Adjourn / 10:00
- Motion Seconded: Jim Pedone
- Motion Discussion:
- Motion Approvers/Disapprovers: All Approved

Next Meetings: Apr 6 & May 11



Steve Blake


Gary Pedone



DATE: 5/11/15