

## **Parks Facilities Committee (PFC) Meeting Minutes – September 10, 2014**

**PFC attendees:** Patrick Crowley, Robert Dunne, Gary Flynn, John Hadley, Patrick Inderwish, John Owanisian, Christopher Rucho

**BETA Engineering Attendee:** Randall Collins

**West Boylston Resident:** Mychelle Phillips

- Chairman Inderwish opened the meeting at 7:07PM.

**Motion: A motion by Mr. Inderwish and seconded by Mr. Rucho to approve PFC minutes of August 25, 2014 was approved with Messrs. Crowley and Dunne abstaining.**

- BETA Engineering's updated "Goodale Park Athletic Fields Master Plan Price Proposal" (August 26, 2014) was reviewed – key line item detail from price proposal is listed below:

Test pit soil evaluation and geotechnical information	\$4,300.00
Geoprobe.....	\$3,600.00
Survey.....	\$12,100.00
Master Planning Services.....	\$25,000.00
<b>Total.....</b>	<b>\$45,000.00</b>
- The PFC plans to move ahead with a contract with BETA based on a motion made at the August 25, 2014 PFC meeting and BETA having met the \$45,000 limit specified by the PFC.
- Mr. Inderwish indicated the official "notice to proceed" with contract will be issued after all required signatures (including West Boylston B.O.S.) are received.
- Discussion ensued concerning contract details.

**Motion: A motion by Mr. Rucho and seconded by Mr. Hadley to increase BETA's liability insurance (article 13 within contract) from \$1M to \$2M was approved.**

**Motion: A motion by Mr. Rucho and seconded by Mr. Inderwish to strike "reasonably inferable from such scope of services" (contract page 1, paragraph 2) and replace with the following language was approved: "as outlined in scope of services".**

- The discussion then turned to a review of attachments/documents requested from BETA Engineering (by September 16, 2014) with a listing of attachments noted below:
  - Attachment A: Contract, proposal letter, RFP, BETA's full booklet proposal (.pdf)
  - Attachment B: Hourly rate schedule
  - Attachment C: Certificate of Corporate Authority
  - Attachment D: Evidence of Insurance Coverage (article 13 in contract to be revised to \$2M)
- Discussion indicated a kickoff meeting with BETA and PFC should be scheduled soon with proposed dates of September 30 or October 2...**ACTION: Mr. Collins to determine date based on availability of his BETA colleague and Mr. Inderwish to communicate date to PFC.**
- A series of meetings with various stakeholders will be held after the kickoff meeting – Mr. Collins suggested PFC attendance at the stakeholder meetings.

- Mr. Collins estimated a public meeting could be held in November and February 2, 2015 was agreed to as a target date for completion of the Goodale Park Master Plan.
- Discussion then turned to a fundraising effort led by the West Boylston Athletic Association to replace the football scoreboard at Goodale Park with Mrs. Phillips joining discussion.
- Mrs. Phillip's mentioned the proposed new scoreboard would be used for football, soccer, and track and that a November 28, 2014 fundraiser was planned.
- "Varsity Scoreboards" was being considered as a vendor and Mr. Inderwish suggested considering "Daktronics Scoreboards" as well.
- The PFC and Mr. Collins endorsed the fundraising effort and concluded the new scoreboard could be integrated into the overall Goodale Park Master Plan.
- There being no further business to discuss a motion to adjourn was approved at 8:15PM.