



TOWN OF MARBLEHEAD  
**Recreation & Parks Department**



***Recreation and Parks Meeting Minutes***

02/19/2015

**NOTE:** The following is a **summary** of matters submitted at a meeting of the Recreation and Parks Commission in accordance with M.G.L. Chapter 39 and the Massachusetts Open Meeting Laws. Meetings are often recorded and tapes used as an aid.

- 1) **Call to order:** Chip called the meeting to order at 7:00PM.
- 2) **Attendance:**
  - a) Present (constituting a quorum): Chip, Jerry, Sam, and Linda.
  - b) Absent: Derek
- 3) **Minutes of last meeting:** Motion made and seconded to approve the minutes of the 1/20/2015 meeting; all in favor.
- 4) **Appearance:** NONE
- 1) **Old Business/New Business**
  - a) Sports Committee Meeting: The committee has asked its members to be more vocal about concerns/violations during the year. The committee currently has no field closing protocol in the event of bad weather but will be looking to institute one for spring. In the short term both Sam and Tim will work together to close fields when needed.
  - b) Recycle Barrels: Sports committee would like to see recycling barrels at all fields.
  - c) Field Schedules: Linda has provided Tim and Travis with thorough details on scheduling field maintenance, winterization, lining, mowing, etc.
- 5) **Reports (attached):**
  - a) Tim Short Report: See attached
  - b) Travis Farley Report: See attached
- 6) **Agenda Items:**
  - a) Budget: Chip spoke to Bob Ross in regards to FY16 Budget. The Recreation Department will be presenting the budget to the finance committee on March 23<sup>rd</sup>. **MOTION:** made to approve FY16 budget to present to finance committee. Approved
  - b) Piper Field: The commission would like to look into hours spent on Piper Field for practice. The commission is requesting to order the necessary equipment and schedule the training for the turf grooming at Piper Field. Tim will need to ask 3 staff members to be there for training. Tim has already been in touch with Webb Cook to schedule the training
  - c) Stramski Road: Tim Short updated the board with the resident who is unhappy with the current condition of Stramski Way Road. Tim will continue to work with highway to grade the road. However, it is in the deed that the road never be paved.

MARBLEHEAD COMMUNITY CENTER

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TOWN OF MARBLEHEAD

## Recreation & Parks Department



- d) Office Reorganization: John McGinn will be having an architect come to the Community Center to do a space audit.
- e) Handicap Mats at Devereux Beach: Rick will be calling companies for quotes.
- f) Correspondence:
  - i) Permit Applications:
    - (1) YMCA Race: **MOTION** made to allow the Children's Fun Run to be Seaside Park but Registration will need to be at another location (suggested Devereux Beach). Approved pending registration site
    - (2) Cancer Walk: Donating room at Community Center for Galla. Approved
    - (3) Polar Dip: Mike Smith from Camp Sunshine would like to do a Polar Dip on Saturday, 2/21/15. **MOTION** made to co-sponsor event for insurance reasons. Approved
    - (4) AA Meeting: Not approved due to space reasons. Declined
- 7) Timekeeping: Meeting Adjourned: 9:30 PM. Next meeting to be determined.

*Attachments: Meeting Notice and Agenda.*

**Recreation and Parks Commission Meeting**  
**Superintendent Report**  
**February 19, 2015**

**Park Crew**

Has been working with DPW/Highway Department for snow removal. Artie Graves has requested help for night time snow removal for tonight.

With the forecast for snow/rain this weekend, I had park workers shovel off snow from Storage Shed on Wednesday to avoid a potential collapse.

Assisted Matty Matthews from School Department with clean up at High School, Village and Veterans.

Work on Barrels and Picnic Tables has been completed.

Boards for the Board walk at Devereux Beach will be delivered tomorrow. Expectation that the boards will be built by the end of next week.

Greg Snow has been servicing equipment.

**Stramski Property**

Small amount of snow in garage. Met with Amy from Water/Sewer, Project is roughly 1-2 weeks behind. There is an ice breaker coming up from NJ to assist.

**Community Center**

Park workers have been doing consistent snow removal from the parking lot.

In the absence of Steve Ware Ryan Camarada has been assisting with cleaning.

New Divider has been installed in the Game Room. K&J Integrated Systems will be here on February 27<sup>th</sup> to relocate fire alarm/strobe and add a new sprinkler head.

Travis Farley  
Recreation Supervisor, Town of Marblehead  
Thursday, February 19<sup>th</sup>, 2015

## Recreation Supervisor Report

### Programming Updates

- Drop in Programs
  - o Pickleball, Volleyball, & Badminton continue to have good numbers
- Special Events
  - o Daddy Daughter Dance – Over 130 attended/ nice piece in the reporter on it
  - o BU Hockey – 18 tix sold
- Program Updates this week:
  - o Lego Program – 10 enrolled
  - o Storytime – 5 families enrolled
  - o Classes w/ low numbers: Splat Science, Adult Zumba, Dodgeball Day, Reverse Glass Painting, and Junior League Soccer

### Upcoming/New Programs:

- Programs Starting in the next few weeks
  - o Special Events:
    - Working on marketing our Leprechaun Hunt on Saturday, March 14<sup>th</sup>
    - Moving to Community Center
  - o Program week ending on 2/27/15 update
    - Movie Night
  - o Program ending on 3/6/15 update
    - Multi Sports & Mini Sports, College Prep Class

### Facility & Parks

- What date will Devereux Beach Open?

### Other:

- Strategic Marketing Plan – Feedback from commission.
- Website Add Numbers
  - o 11/20-11/30 it received 1,195 impressions and 20 clicks to our site – rate of 1.67%
  - o 12/1-12/31 it received 4,851 impressions and 11 clicks to our site – rate of .23%
- Was approached about working with Badminton on a “Bud Orne Open” meet on Sunday, March 29th

### Summer:

- Summer Booklet going to printer tomorrow
- Riverhead RFB Update:
  - o No bids thus far
  - o Some concern over price, length of proposal, no storage provided, certification required for staff (lifeguard & American Canoe Association)
- Would like to request Wade Cammett be the 2015 Summer Sailing Director
- Sailing Update:
  - o We will not have access to Stramski this summer due to construction
  - o Met w/ Webb in regards to moving sailing to Village Street Docks
  - o Working with Wade on revamping curriculum

- Dry Sail locations – Village School or Community Center
- Would like to request \$206.25 to place one day add for summer jobs
- Sam Bernstein – CIT for past 2 years. Comes highly recommended from Tim/Jackie. Would like to explore the opportunity of making Sam a seasonal counselor (he is currently 15 years old)

#### **Hammond Nature Center**

- First Hammond Nature Center Committee was in January
- Next meeting will be on Tuesday, 2/24/15
  - o Update Mission Statement, work on 1, 3, & 5 year plan for nature center, Leah Postilnik will be assisting un in May/June on senior project
- Will be working with B.O.A.T. C.A.M.P., Forest Kindergarten & Wilderness Programs of Newburyport to do a week long program at the Hammond Nature Center in August.