



TOWN OF MARBLEHEAD
Recreation & Parks Department



Recreation and Parks Meeting Minutes

06-07-11

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:** Chairman Chip Osborne called the 06/07/11 meeting to order at 7:00 PM.
- 2) **Attendance:**
 - a) Present (constituting a quorum): Chip, Derek, Linda, Sam, and Jerry.
 - b) Absent: None.
- 3) **Minutes: Motion** made and seconded (Sam, Jerry) to approve the minutes of the 05/24/11 meeting; all in favor.
- 4) **Appearances:**
 - a) Marblehead Festival of Arts: Lynne DeVoe and Greg Triplett appeared to discuss permit and detail requests and Greg distributed a pocket schedule of the upcoming event (see attached). After discussion:
 - i) **Motion** made and seconded (Derek, Linda) to approve permit for kite and sand castle event and waive all permit and detail fees pending proof of insurance; all in favor.
 - ii) **Motion** made and seconded (Sam, Linda) to approve permit for performing arts, and waive park fees pending proof of insurance. **Amendment** made and seconded (Derek, Linda) to have the department pay half of the fee (\$280.00) for a park detail. All in favor of amendment and motion.
 - iii) **Motion** made and seconded (Linda, Derek) to approve the detail request for the Champagne festival as written; all in favor.
 - b) Bud Orne Rink group: Stuart Woodrow appeared to request permission to put a MHS hockey team logo on the boards at the Bud Orne Rink (see attached). After discussion: **Motion** made and seconded (Linda, Sam) to approve; all in favor. Stuart will coordinate details with Brendan.
- 5) **Reports: See attached. Addendum:**
 - a) Mike's:
 - i) **Motion** made and seconded (Linda, Sam) to approve hiring Luke Chandler as a lifeguard pending successful completion of all CORI/SORI checks and a physical; all in favor.
 - ii) Discussion of sailing fleet maintenance: no actions taken. Mike has received a donation from the Corinthian to be used for sailing equipment only (see attached letter).
 - b) Brendan's:
 - i) Linda has received calls about trimming grass; Brendan assured the Board the crew is doing their best and is almost caught up with all the mowing.
 - ii) Discussion of an attempted child abduction incident in Hamilton/Wenham. No actions taken; informational.
 - iii) Discussion of Gatchells being regularly left full of trash by baseball. Derek is in regular discussions with Youth Baseball regarding teams picking up their trash.

MARBLEHEAD COMMUNITY CENTER

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

www.marblehead.org

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420

6) **Old Business:**

- a) Field work updates: Chip found clumped grass clippings on 2 baseball fields and asked Brendan to task the crew to either bag the clippings or cut the fields twice and blow the clippings off. Sam and Linda will inform the Sports Committee of the following plans for upcoming projects and maintenance:
 - i) All fields: Per Chip: time for the mid June aeration, fertilization, irrigation, seeding, and top dressing using half the materials that were used in April.
 - ii) Hopkins: Plan for upcoming maintenance to be determined.
 - iii) Seaside: Further discussion of plans to renovate the outfield by an outside contractor. Time line remains: start end of June and close the field to organized sports until the end of August. Brendan is coordinating project and is also research pricing for updating the irrigation.
 - iv) Piper: Needs major work due to compaction; Brendan will coordinate with School Department to see about funds for outsourcing a contractor to repair over the summer.
 - v) Gatchells football: Crew to repair football field, Brendan will schedule.
 - vi) Lower village: Brendan will continue coordinating plans to shut down and repair fields next spring.
- b) Shattuck Fund request ideas: Further discussion of proposals for funds to renovate the bathrooms at Chandler Hovey; create a website for the Hamond Nature Center; and perhaps money for renovating the Stramski house. The Chandler Hovey Sub Committee will create a proposal for the bathroom renovations; Chip is coordinating the Hamond Center request; and Mike is coordinating pro-bono design work for the Stramski House project at this time.
- c) Chandler Hovey update: Brendan and Jerry walked the area and Brendan is pricing renovations and repairs.
- d) North Shore Marine: Brendan coordinated a railing repair deal with them at Crocker Park for \$800, as there is left over materials from the Pier Head project, which also covers the cost of repairs for earlier vandalism.
- e) Seaside Flag pole dedication: Brendan asked if he should organize a dedication on July 4th; Board agreed.
- f) Camera security system update: tabled.
- g) Darci project update: ZBA has held over the matter. Brendan will ensure the ZBA is aware the Board has decided they do not want any impact on Seaside Park should the ZBA decide in favor of the project.
- h) Volleyball with MPD and local teens update: MPD is already involved in a basketball program at the YMCA. Brendan is coordinating with both the Police and Fire Chiefs for other teen programs they would be interested in co-sponsoring.

7) **New Business:**

- a) Correspondence (see attached):
 - i) To be determined: See Appearances.
 - ii) FYI (no actions required): 2 notifications to abutters.
- b) Sam: Discussion of creating a concession stand at Seaside. No actions taken. Asked if vines growing on the Community Center were at all harmful to the building – Brendan has the crew trim them as needed.
- c) Chip: Proposes Brendan look into the budget and see if there's available funds to bring back Park Police during the season from 8:00 PM to midnight. Brendan will contact MPD and get detail costs.

8) **Timekeeping:**

- a) 8:57 PM: Meeting adjourned.
- b) Next meeting scheduled: 6/21/11 at 7PM in the Community Center.

Respectfully submitted: Ric Reynolds, Clerk

Attachments:

- *Meeting notice & agenda*
- *MFA pocket schedule*
- *Permit applications (2)*
- *Detail applications (3)*
- *MFA invoice for services*
- *MHS Hockey logo*
- *Reports (2): 1 attachment*
- *Letter to payroll*
- *FYI items: notification to abutters (2)*



DATE POSTED:

Town Clerk Use Only

MEETING NOTICE & AGENDA

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A §§18-25

Recreation and Parks Commission

Name of Board/Committee

Address of Meeting: 10 Humphrey Street, Marblehead, MA Room: Conference Room

<u>Tuesday</u>	<u>June</u>	<u>7</u>	<u>2011</u>	<u>7:00 PM</u>
Day of week	Month	Date	Year	Time

Agenda or Topics to be discussed listed below (That the chair reasonably anticipates will be discussed)

Approval of minutes from previous meeting – April 12, 2011

Appearance: 7:05 p.m. Bud Orne Rink group
7:10 p.m. Arts Festival Representatives

Reports: Sup. Brendan Egan and Asst. Sup. C Michael Lane

Discussion:

1. Seaside Renovation
2. Shattuck Memorial Fund Projects

Old Business Discussion

New Business Discussion

Next Meeting: To Be Determined

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: 06/02/11

Writers' World Unitarian Universalist Church
Youth Art Old North Church
10:00 am to 5:00 pm

Logo Stores 10:00 am to 5:00 pm

Model Boat Building
Workshop on Abbot Hall Lower Grounds 11:00 am
Regatta at Redd's Pond 3:00 pm

Tea Room
Marblehead Arts Association 12:00 to 5:00 pm

Literary Arts Café
Unitarian Universalist Church 12:00 to 5:00 pm

Performing Arts—Local Artist Showcase
Crocker Park 12:00 to 3:30 pm
Music On & Up Showcase 12:00 to 2:15 pm
Katy Morelli 12:00 to 12:25 pm
Dalton Letorney 12:35 to 1:00 pm
College Fund Band 1:15 to 2:15 pm
Britannica 2:30 to 3:30 pm

Theatre Festival
UU Church: Rebel Shakespeare 2:00 pm

Writers' World Workshop
UU Church: Janet Ruth Young 2:00 to 4:00 pm

Performing Arts—Evening Program
Crocker Park 6:00 to 10:30 pm
Fats Hammond 6:00 to 7:30 pm
Los Sugar Kings 8:00 to 10:30 pm

Monday, July 4

Festival Trolley & Satellite Parking
MHS to Exhibit Areas 9:30 am to 5:30 pm

Writers' World Workshop
UU Church: Flo & Hank Goodman 10:00 am—Noon

Artisans' Marketplace
Abbot Hall Upper Grounds 10:00 am to 4:00 pm

Art Exhibits 10:00 am to 5:00 pm
ArcWorks Marblehead Arts Association

Crafts Abbot Hall
Drawing Abbot Hall
Logo Art Unitarian Universalist Church
Mixed Media St. Michael's Church
Painting Abbot Hall
Painting the Town Marblehead Arts Association
Photography Old Town House
Printmaking Abbot Hall
Sculpture St. Michael's Church
Senior Art Unitarian Universalist Church
Student Art Old North Church
Writers' World Unitarian Universalist Church
Youth Art Old North Church

Logo Stores 10:00 am to 5:00 pm

Literary Arts Café
Unitarian Universalist Church 10:00 am to 5:00 pm

Tea Room
Marblehead Arts Association 10:00 am to 4:00 pm

Performing Arts—Local Artist Showcase
Crocker Park 12:00 to 3:30 pm
Eric Russell Student Showcase 12:00 to 1:00 pm
Gus Egan and Tyler Morgan 1:15 to 2:15 pm
Hayley Reardon
Jermain Martin and The Greater Bethlehem Temple Mass Choir 2:30–3:30 pm

Street Festival
Washington Street: Lee Mansion to Old Town House 12:00 to 4:00 pm

Writers' World

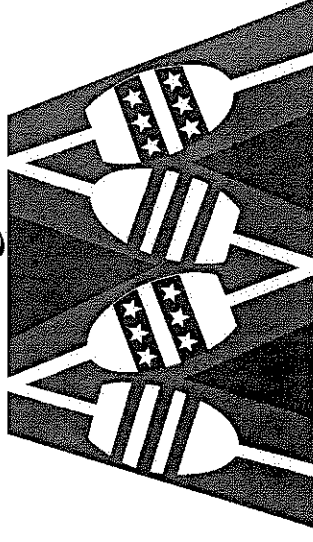
Unitarian Universalist Church 2:00 to 4:00 pm
Mugford Street Players reading selections from the winning Writers' World entries followed by a reception in the Literary Arts Café

Performing Arts—Evening Program

Crocker Park 6:00 to 10:30 pm
Caravan of Thieves 6:00 to 7:30 pm
Evan Goodrow Band
with the EGB Horns 8:00 to 10:30 pm
Break for harbor illumination & fireworks

Marblehead Festival of Arts

Marblehead
Festival of Arts



July 1–4, 2011

Pocket Schedule of Exhibits and Events



For details, see the printed *Festival Program*, available at Information kiosks and art exhibits.
www.MarbleheadFestival.org

Festival Trolley & Satellite Parking

Free satellite parking will be available in the Marblehead High School (MHS) parking lot at 2 Humphrey Street. A free Festival Trolley will operate between MHS and exhibit sites on Saturday, Sunday, and Monday from 9:30 am to 5:30 pm.

Logo Stores

Logo products are available at the Festival's own Logo Stores, set up outside Abbot Hall and opposite Old Town House at 2 Market Square.

Festival Preview: Thursday, June 30

Awards Presentation

Abbot Hall Upper Grounds 6:30 to 7:30 pm

Art Exhibits

7:45 to 9:00 pm

Friday, July 1

Painting the Town

Plein aire painting around town Starting 9:00 am

Art Exhibits

10:00 am to 5:00 pm

ArcWorks Marblehead Arts Association
 Crafts Abbot Hall
 Drawing Abbot Hall
 Logo Art Unitarian Universalist Church
 Mixed Media St. Michael's Church
 Painting Abbot Hall
 Photography Old Town House
 Printmaking Abbot Hall
 Sculpture St. Michael's Church
 Senior Art Unitarian Universalist Church
 Student Art Old North Church
 Writers' World St. Michael's Church
 Youth Art Unitarian Universalist Church
 Old North Church

Literary Arts Café

Unitarian Universalist Church 10:00 am to 5:00 pm

Performing Arts*

Crocker Park 7:00 to 8:45 pm
 Alanna Manning with Dave Matricks Trio

Film Festival*

Crocker Park

9:00 to 10:30 pm

*July 1 only: Rain location Gerry 5, 210 Beacon St.

Saturday, July 2

Festival Trolley & Satellite Parking

MHS to Exhibit Areas

9:30 am to 5:30 pm

Kite Festival

Devereux Beach

9:00 am to 3:00 pm

Writers' World Workshop

UU Church: Phyllis Karas

10:00 am to 12:00 pm

Sand Sculpture Competition

Devereux Beach

10:00 am to 1:00 pm

Art Exhibits

10:00 am to 5:00 pm

ArcWorks Marblehead Arts Association

Crafts Abbot Hall

Drawing Abbot Hall

Logo Art Unitarian Universalist Church

Mixed Media St. Michael's Church

Painting Abbot Hall

Photography Old Town House

Printmaking Abbot Hall

Sculpture St. Michael's Church

Senior Art Unitarian Universalist Church

Student Art Old North Church

Writers' World Unitarian Universalist Church

Youth Art Old North Church

Painting the Town 2:30 to 5:00 pm

Exhibit opens at Marblehead Arts Association

Logo Stores

10:00 am to 5:00 pm

Literary Arts Café

Unitarian Universalist Church 10:00 am to 5:00 pm

Tea Room

Marblehead Arts Association 10:00 am to 5:00 pm

Children's Festival

Abbot Hall Lower Grounds 12:00 to 3:00 pm

Performing Arts—Local Artist Showcase

Crocker Park 12:00 to 3:30 pm

Marblehead & Salem School of Music 12–1:00 pm

Super Prime 1:15 to 2:15 pm

Marblehead Little Theatre 2:30 to 3:30 pm

Theatre Festival

UU Church: Rebel Shakespeare 2:00 pm

Writers' World Workshop

UU Church: Irene Pepperberg 2:00 to 4:00 pm

Painting the Town

Marblehead Arts Association 2:00 to 5:00 pm

Reception & Awards Ceremony 2:00 to 2:30 pm

Exhibit 2:30 to 5:00 pm

Performing Arts—Evening Program

Crocker Park 6:00 to 10:30 pm

EJ & Crazy Maggy 6:00 to 7:30 pm

Chad Burdick & The Ragged Impresarios 8–10:30 pm

Sunday, July 3

Festival Trolley & Satellite Parking

MHS to Exhibit Areas 9:30 am to 5:30 pm

Artisans' Marketplace

Abbot Hall Upper Grounds 10:00 am to 5:00 pm

Art Exhibits

Abbot Hall Art Exhibits 10:00 am to 5:00 pm

All Other Art Exhibits 12:00 to 5:00 pm

ArcWorks Marblehead Arts Association

Crafts Abbot Hall

Drawing Abbot Hall

Logo Art Unitarian Universalist Church

Mixed Media St. Michael's Church

Painting Abbot Hall

Painting the Town Marblehead Arts Association

Photography Old Town House

Printmaking Abbot Hall

Sculpture St. Michael's Church

Senior Art Unitarian Universalist Church

Student Art Old North Church

Town of Marblehead Recreation & Parks Department

Application for park permit

APPLICATION date: <i>May 27 2011</i>		APPLICANT (name of person paying for permit): <i>MARBLEHEAD FESTIVAL OF ARTS</i>			
INSURANCE REQUIREMENT FOR ALL WEDDINGS & LARGE EVENTS: (PLEASE CONTACT YOUR INSURANCE PROVIDER OR RENTAL COMPANY FOR ASSISTANCE)					
* IMPORTANT: A copy of a 1 million occurrence / 3 million aggregate insurance certificate <u>naming the Town of Marblehead as an additional insured</u> is REQUIRED to be provided with the request <u>at the time of application</u> .					
EVENT Day & Date: <i>July 2 2011</i>			TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): <i>9 am to 4 pm.</i>		
EVENT DESCRIPTION & expected attendance (use another page if needed): <i>KITE FESTIVAL and SANDCASTLE COMPETITION</i>					
FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee): <i>Metal SHELTER ON SOUTH END OF DEVEREUX BEACH</i>					
Available Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (on Stramski Way) (2 grills in season)	Wedding ceremonies: Chandler Hovey, Crocker Park, or Castle Rock	Other
Residents security deposit:	\$25.00	Due at time of application		\$100.00 fee; Insurance required with ALL applications (see above); No security deposit required	Fees based on request (*see note); please describe on another page
Resident fee:	\$25.00	Due upon approval			
Non - residents security deposit:	\$50.00	Due at time of application			
Non - resident fee:	\$50.00	Due upon approval			
Catered event (Clambake, etc.)	\$2 per person; minimum \$100.00 - \$50 Security Deposit				
PAYMENT: Please submit 2 separate checks made out to "The Town of Marblehead" for the security deposit and fee. The security deposit check will be destroyed once the area is checked to ensure all trash was removed from the property.					
APPROVAL: Applications must be made during regular business hours. Standard applications take 1 - 3 business days to approve. Only 1 standard permit for up to 3 hours of use allowed per day per applicant.					
* Note: special requests determined by the Board at their next meeting, including fee amounts and any restrictions.					
CANCELLATIONS / REFUNDS: requests must be in writing at least 5 business days before event (sorry, no "rain out" refunds).					
RESTRICTIONS: Open fires (bonfires) and alcoholic beverages are <u>prohibited</u> on property under the jurisdiction of the Recreation & Parks Department (Code of the Town of Marblehead § 236-1.)					
It is expressly understood and agreed that the policies of the Recreation & Parks Commission as described above are to be strictly complied with, and that the undersigned hereby assumes full responsibility for any damages to or loss of Town property in consequence of such use of the accommodations described above, and engages to make the same good without expense to the Town, and the undersigned further agrees to pay promptly such charges as may be made for the accommodations requested.					

Request fee waiver(s) due to hardship? (waivers determined at next Board meeting) ☒ YES / ☐ NO

OFFICE USE:		
Park detail required? (see detail sheet)	Police detail needed? (631-1212)	Insurance required (wedding, large event)?
YES / NO	YES / NO	YES / NO
(\$125 per unit)	\$	\$
Detail fee	Usage fee	Other fee
Dates paid and check number(s)		

Lynne DeVoe
 Signature of applicant
LYNNE DEVOE (pres of MFSA)
 Name (Please print clearly)
52 Rowland St MA
 Address
617 529 1775
 Telephone
contact person Greg Triplet

Approved by:

Superintendent, Recreation & Parks Department

Date approved

Town of Marblehead Recreation & Parks Department

Application for park permit

APPLICATION date: May 27 2011	APPLICANT (name of person paying for permit): MARBLEHEAD FESTIVAL of ARTS
INSURANCE REQUIREMENT FOR ALL WEDDINGS & LARGE EVENTS: (PLEASE CONTACT YOUR INSURANCE PROVIDER OR RENTAL COMPANY FOR ASSISTANCE)	
* IMPORTANT: A copy of a 1 million occurrence / 3 million aggregate insurance certificate <u>naming the Town of Marblehead as an additional insured</u> is REQUIRED to be provided with the request <u>at the time of application</u> .	
EVENT Day & Date: June 30 to July 5 2011	TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): attendance - "a lot"
EVENT DESCRIPTION & expected attendance (use another page if needed): PERFORMING ARTS FOR MFOA - set up - 4 day performances	
FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee): CROCKER PARK includes bathhouse gazebo	

Available Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (on Stramski Way) (2 grills in season)	Wedding ceremonies: Chandler Hovey, Crocker Park, or Castle Rock	Other
Residents security deposit:	\$25.00	Due at time of application		\$100.00 fee; Insurance required with ALL applications (see above); No security deposit required	Fees based on request (*see note); please describe on another page
Resident fee:	\$25.00	Due upon approval			
Non - residents security deposit:	\$50.00	Due at time of application			
Non - resident fee:	\$50.00	Due upon approval			
Catered event (Clambake, etc.)	\$2 per person; minimum \$100.00 - \$50 Security Deposit				

PAYMENT: Please submit 2 separate checks made out to "The Town of Marblehead" for the security deposit and fee. The security deposit check will be destroyed once the area is checked to ensure all trash was removed from the property.

APPROVAL: Applications must be made during regular business hours. Standard applications take 1 - 3 business days to approve. Only 1 standard permit for up to 3 hours of use allowed per day per applicant.

* **Note:** special requests determined by the Board at their next meeting, including fee amounts and any restrictions.

CANCELLATIONS / REFUNDS: requests must be in writing at least 5 business days before event (sorry, no "rain out" refunds).

RESTRICTIONS: Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation & Parks Department (Code of the Town of Marblehead § 236-1.)

It is expressly understood and agreed that the policies of the Recreation & Parks Commission as described above are to be strictly complied with, and that the undersigned hereby assumes full responsibility for any damages to or loss of Town property in consequence of such use of the accommodations described above, and engages to make the same good without expense to the Town, and the undersigned further agrees to pay promptly such charges as may be made for the accommodations requested.

Request fee waiver(s) due to hardship? (waivers determined at next Board meeting)			<input checked="" type="radio"/> YES	<input type="radio"/> NO
OFFICE USE:				
Park detail required? (see detail sheet)	Police detail needed? (631-1212)	Insurance required (wedding, large event)?		
YES / NO	YES / NO	YES / NO		
(\$125 per unit)	\$	\$		
Detail fee	Usage fee	Other fee		
Dates paid and check number(s)				

Signature of applicant

LYNNE P. DEVOE
 Name (Please print clearly)

52 Rowland St MAH
 Address

617 529-1775
 Telephone

Corkie Puson Greg Triplett

greg@twtech.net

Approved by:

Superintendent, Recreation & Parks Department

Date approved

(\$140.00) + tax = \$140 [1 unit]

Town of Marblehead Recreation & Parks Department
Request for Park detail

Name of requesting group:

MARBLEHEAD FESTIVAL of ARTS

Event:

Champagne Culinary ARTS Reception (Cocker Park)

Days & dates requested (Use separate forms for each event):

Sunday June 26 - 4 to 8 pm Fort Sewall

Times requested (1 detail unit= up to 4 hours):

4 to 8 pm (4 Hours)

Minimum fee: \$140.00 for every 1 unit due upon approval. Date paid:

Services requested (Circle as needed):

☒ trash detail

☐ bathroom attendant

☐ event set up

☐ event breakdown

Other (please describe):

It is expressly understood and agreed that the policies of the Town of Marblehead and the Recreation & Parks Commission are to be strictly complied with, and that the undersigned applicant hereby assumes full responsibility for any damages in consequence of the event described above, and engages to make the same good without expense to the Town, and the undersigned further agrees to pay promptly such charges as may be made for the services requested.

I have read, understood, and agree to comply with the policies as outlined above:

Printed name of applicant:

Lynn P. DeNe

Signature of applicant:

[Signature]

Street address:

52 Rowland St

Town, State, Zip code:

MA 01945

Daytime phone:

cell 480 773 2475

Evening phone:

contact person GREG TRIPLETT 617 529 1775

E-mail address (if any):

lpcler@yaho.com

Web site address (if any):

Recreation & Parks Superintendent:

Signature:

Date of approval:

Personnel assigned:

Times:

Specific duties:

Total = \$280.⁰⁰ [2 units]

Town of Marblehead Recreation & Parks Department
Request for Park detail

Name of requesting group:

MARBLEHEAD FESTIVAL of ARTS.

Event:

Kite FESTIVAL & SANDCASTLE COMPETITION

Days & dates requested (Use separate forms for each event):

JULY 2 - 9am to 4pm

Times requested (1 detail unit= up to 4 hours):

9am to 4pm (7 hours)

Minimum fee: \$140.00 for every 1 unit due upon approval. Date paid:

Services requested (Circle as needed):

trash detail

bathroom attendant

event set up

event breakdown

Other (please describe):

It is expressly understood and agreed that the policies of the Town of Marblehead and the Recreation & Parks Commission are to be strictly complied with, and that the undersigned applicant hereby assumes full responsibility for any damages in consequence of the event described above, and engages to make the same good without expense to the Town, and the undersigned further agrees to pay promptly such charges as may be made for the services requested.

I have read, understood, and agree to comply with the policies as outlined above:

Printed name of applicant:

LYNNE P. DEVOE

Signature of applicant:

Lynne P. Devoe

Street address:

59 Rowland St.

Town, State, Zip code:

MA

Daytime phone:

cell 486-773-2475

Evening phone:

contact person GREG TRIPLETT 617 529-1775

E-mail address (if any):

lpdevoe@yahoo.com

Web site address (if any):

Recreation & Pa

Signature:

Date of approval:

Personnel assigned:

Times:

Specific duties:

Recommendation:

Waive Kite/Sand
festival fee because
we have staff
on during that
time

~~total~~ total = \$500.00 [4 units)

Town of Marblehead Recreation & Parks Department
Request for Park detail

Name of requesting group:	MARBLEHEAD FESTIVAL OF ARTS
Event:	PERFORMING ARTS @ CROCKER PARK
Days & dates requested (Use separate forms for each event):	4 HOURS
Times requested (1 detail unit= up to 4 hours):	6:45pm to 10:45pm July 1-4 th X 4 = 16 HRS
Minimum fee: \$140.00 for every 1 unit due upon approval. Date paid:	
Services requested (Circle as needed):	trash detail <input checked="" type="checkbox"/> bathroom attendant <input checked="" type="checkbox"/> event set up <input type="checkbox"/> event breakdown <input type="checkbox"/>
Other (please describe):	POLICE DETAIL Trash + Bathroom

It is expressly understood and agreed that the policies of the Town of Marblehead and the Recreation & Parks Commission are to be strictly complied with, and that the undersigned applicant hereby assumes full responsibility for any damages in consequence of the event described above, and engages to make the same good without expense to the Town, and the undersigned further agrees to pay promptly such charges as may be made for the services requested.

I have read, understood, and agree to comply with the policies as outlined above:

Printed name of applicant:	LYNNE P. DEVOE
Signature of applicant:	<i>Lynne P. DeVoe</i>
Street address:	502 Rowland St.
Town, State, Zip code:	Marblehead MA 01945
Daytime phone:	CELL 480-773-2475
Evening phone:	contact person GREG TRIPLETT 617 529-1775
E-mail address (if any):	lpdevoe@yahoo.com
Web site address (if any):	

Recreation & Parks Superintendent:

Signature:	
Date of approval:	
Personnel assigned:	
Times:	
Specific duties:	

Marblehead Festival of Arts - 2011 Annual Arts Festival

Invoice for park details: 1 detail is up to 4 hours; \$140 per detail (minimum)

Note: Proof of insurance required

Events:

Event	Date(s)/Days:	Times:	# details requested:	Subtotals:
Champagne reception	6/26 - Sunday	4 - 8 PM	1	\$ 140.00
Performing Arts (Crocker Park) performances 6PM - 10PM: 7/2, 7/3, 7/4	7/1 - 7/4 Friday -Monday	6:45 - 10:45 PM each night	4	\$ 560.00
Kite/Sand festival	7/2 - Saturday	9 AM - 4 PM	2	\$ 280.00
Total owed for details:				\$ 980.00
Park permit fees: WAIVED				\$ -
Detail fees waived by board 6/7/11 (kite festival, 1/2 of performing arts):				\$ (560.00)
Balance due UPON RECEIPT (PLEASE MAKE CHECK TO "TOWN OF MARBLEHEAD):				\$ 420.00

Written inquiries:

Recreation & Parks Dept.

10 Humphrey Street, Marblehead, MA. 01945



2010 - 2011

MASSACHUSETTS DIVISION III

STATE CHAMPIONS

Assistant Superintendent/Director of Recreation Report

June 7, 2011

RECREATION

Programs for the most part are going very well. There are some which are beginning to "fill up" based on the max. number I have chosen which is based on the number of counselors at the park or program. I will;I ask Ric to begin to create a waiting list for all programs and I will make a decision if I can add more participants.

SAILING PROGRAM

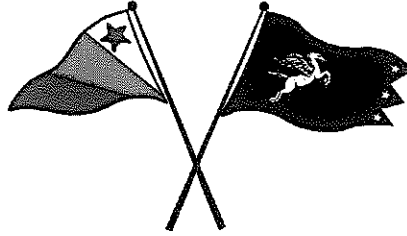
Thank you all for your continued support especially with the purchase of a new engine. This addition will make our program that much safer. Yesterday I received a check from the Corinthian Sailing foundation for \$1,000.00. I anticipate I will be getting a check this week from David Haley. After discussing this with Chip we have decided to put these funds towards the purchase of the engine. This week I finished the repairs and painting of the two whalers and our pram. Today Sam Chalec (former sailing instructor) began work to help ready the fleet of precisions.

DEVEREUX BEACH

This week I began repairs on the guard stands and other beach equipment in my efforts to get the beach ready. I continue to open & clean the restrooms on a daily basis. Surprisingly they have been pretty clean so far. Tomorrow night is the Beach Concert I have been planning for months with Marblehead CARES and Senior Caroline Laub. Give the incidents of the past week at times I wonder why I am holding this event. I have a detail officer and I have had a meeting with the Chief to discuss any problems we (I) might encounter.

SEASONAL HELP

There have been another change with a seasonal employee. One of my guards has decided not to continue on with us and I would like the Board to appoint Luke Chandler to the position of Life Guard. This actually worked out well for me because now I have a male on the staff.



Corinthian Sailing Foundation, Inc.

1 Nahant Street
Marblehead, MA 01945

June 6, 2011

Michael Lane
Marblehead Parks & Recreation department
10 Humphry Street
Marblehead, MA 01945

Dear Mr. Lane:

On behalf of the Corinthian Sailing foundation, I am pleased to enclose a grant check in the amount of \$1,000, for the town junior sailing program. The grant is restricted to the purpose of equipment for the program.

If possible, we would like to set up a photo opportunity for use to promote both your program and the Foundation's efforts to promote junior sailing.

Sincerely,

Brian W. LeClair,
Secretary

~ Park general donation fund -

85-718-630-4831

For Sailing equipment only

Recreation Commission Meeting
June 7, 2011
Superintendent's Report

Parks / Fields

The guys have done a great job trying to stay caught up with mowing. We are still a little behind but are making good strides.

The irrigation has been turned on and all of the seeding and fertilizing has been completed. We are going to aerate Piper field a second time next week to try to stay ahead of the game.

I will be ordering the sprayer for the new compost tea program tomorrow and it should be shipped in 3 – 4 weeks.

Crocker Park Bathrooms

Tiling is complete and they will be installing the sinks, toilets and urinals next week and pouring the new walkway around the perimeter. The partitions are due on June 24 and should be installed the following Monday. I have been assured it will be ready by June 30.

Hamond Nature Center Garden / Parking Lot

The garden at the end of Everett Paine Blvd. has been completed and we are waiting for Water Dept. to turn on the water.

Parking Lot – I am waiting on the last quote for the work and have contacted another company trying to get a quote.

T-ball

The t-ball program will finish on Saturday, June 18 and not June 11 due to a rainout earlier in the season.

Old Business

North Shore Marine
Seaside Flag Pole
Camera System

New Business

Next Meeting:

June 21, 2011 (?)

**Notification to Abutters under the Massachusetts Wetlands Protection Act and
Marblehead Wetlands Protection Bylaw**

In accordance with Massachusetts General Laws Chapter 131, Section 40 and Marblehead Bylaws Chapter 194, Section 194-5, you are hereby notified of a public hearing before the Marblehead Conservation Commission:

1. The name and address of the applicant is
GOLDTHWAIT RESERVATION INC. (MARGARET BACON, PRESIDENT)
P.O. Box 1025, MARBLEHEAD, MA 01945
2. The name and address of the applicant's representative is
JEFF TUCKER
c/o SIEMASKO + VERBRIDGE
126 DODGE STREET, BEVERLY MA 01915
3. Type of application (circle appropriate bullet below):
 - The applicant has filed a Notice of Intent with the Marblehead Conservation Commission seeking permission to remove, fill, dredge, or alter an area subject to protection under the Wetlands Protection Act (MGL c. 131, § 40) and the Marblehead Wetlands Protection Bylaw (Marblehead Bylaws c. 194).
 - ☒ • The applicant has filed a Request for Determination of Applicability with the Marblehead Conservation Commission relative to the Wetlands Protection Act and the Marblehead Wetlands Protection Bylaw.
 - The applicant has filed an Abbreviated Notice of Resource Area Delineation with the Marblehead Conservation Commission relative to the Wetlands Protection Act and the Marblehead Wetlands Protection Bylaw.
4. Location of proposed activity:
GOLDTHWAIT RESERVATION PARKING LOT
CORNER OF PHILLIPS & GOLDTHWAIT STREET
5. Copies of the application filed may be examined at the office of the Marblehead Conservation Commission c/o the Marblehead Engineering Department, Mary A. Alley Building, 7 Widger Road, Marblehead, MA 01945 (781-631-1529) between the hours of 8:00 AM and 5:00 PM on Monday, Tuesday and Thursday, and from 8:00 AM to 6:00 PM on Wednesday, and from 8:00 AM until 12:30 PM on Friday.

6. Copies of the application filed may be obtained from either the applicant or the applicant's representative as indicated below:

- Applicant at

- Applicant's representative at

SIEMASKO + VERBRIDGE
126 DODGE STREET, BEVERLY, MA 01915

7. Information regarding the date, time and place of the public hearing regarding the application filed may be obtained from the Marblehead Conservation Commission, c/o the Marblehead Engineering Department, 7 Widger Road, Marblehead, MA 01945 by calling 781-631-1529 during normal business hours as previously indicated above.
8. Notice of the public hearing, to include the date, time and place will be published in either the Marblehead Reporter, Salem Evening News, or the Lynn Item least five (5) business days before the hearing.
9. Notice of the public hearing will also be posted at Abbot Hall, 188 Washington Street, Marblehead, MA 01945.
10. You may also contact the Massachusetts Department of Environmental Protection, NERO, 205B Lowell Street, Wilmington, MA 01887 (978-694-3200) regarding this application and the Wetlands Protection Act.

**Notification to Abutters under the Massachusetts Wetlands Protection Act and
Marblehead Wetlands Protection Bylaw**

In accordance with Massachusetts General Laws Chapter 131, Section 40 and Marblehead Bylaws Chapter 194, Section 194-5, you are hereby notified of a public hearing before the Marblehead Conservation Commission:

1. The name and address of the applicant is:
Jeffrey Gault.

2. The name and address of the applicant's representative is
Hayes Engineering, Inc., #603 Salem Street, Wakefield, MA 01880.

3. Type of application (circle appropriate bullet below):
 - ☒ The applicant has filed a Notice of Intent with the Marblehead Conservation Commission seeking permission to remove, fill, dredge, or alter an area subject to protection under the Wetlands Protection Act (MGL c. 131, § 40) and the Marblehead Wetlands Protection Bylaw (Marblehead Bylaws c. 194).
 - The applicant has filed a Request for Determination of Applicability with the Marblehead Conservation Commission relative to the Wetlands Protection Act and the Marblehead Wetlands Protection Bylaw.
 - The applicant has filed an Abbreviated Notice of Resource Area Delineation with the Marblehead Conservation Commission relative to the Wetlands Protection Act and the Marblehead Wetlands Protection Bylaw.

4. Location of proposed activity:
#15 Kimball Street (Assessor's Map 923, Lot 1) relative to NOI application for seawall repair.

5. Copies of the application filed may be examined at the office of the Marblehead Conservation Commission c/o the Marblehead Engineering Department, Mary A. Alley Building, 7 Widger Road, Marblehead, MA 01945 (781-631-1529) between the hours of 8:00 AM and 5:00 PM on Monday, Tuesday and Thursday, and from 8:00 AM to 6:00 PM on Wednesday, and from 8:00 AM until 12:30 PM on Friday.

6. Copies of the application filed may be obtained from either the applicant or the applicant's representative as indicated below:
 - Applicant at

- Applicant's representative at
Hayes Engineering, Inc., #603 Salem Street, Wakefield, MA 01880, (781)246-2800, Monday through Friday 8am -4:30pm by appointment only.

7. Information regarding the date, time and place of the public hearing regarding the application filed may be obtained from the Marblehead Conservation Commission, c/o the Marblehead Engineering Department, 7 Widger Road, Marblehead, MA 01945 by calling 781-631-1529 during normal business hours as previously indicated above.
8. Notice of the public hearing, to include the date, time and place will be published in either the Marblehead Reporter, Salem Evening News, or the Lynn Item least five (5) business days before the hearing.
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