



# TOWN OF MARBLEHEAD

## Recreation & Parks Department



### **Recreation and Parks Meeting Minutes**

08-02-11

**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 08/02/11 meeting to order at 7:02 PM.
- 2) **Attendance:**
  - a) Present (constituting a quorum): Chip, Derek, Linda, and Jerry.
  - b) Absent: Sam.
- 3) **Minutes:** **Motion** made and seconded to approve minutes of the 07/19/11 meeting; all in favor.
- 4) **Appearances:** Jeff Plakans and Austin Bradshaw appeared to request they be allowed to run a NFL sponsored Marblehead flag football league for 5 to 8 year olds independently from the Town, with all registrations and administration done by the league, similar to other Marblehead Youth Sports organizations. They requested field usage in the fall for a 5-8 week season; ideally Bud Orne playground for a 3 hour window on Sunday afternoons to layout two 30x70 fields. After discussion: **Motion** made and seconded for field space to be provided with fees and details to be determined; all in favor. **Motion** made and seconded to accept donations of \$20 per child to be deposited in the field donation fund; all in favor. **Motion** made and seconded that Brendan and Mike be the point people with the league; all in favor. Board agreed that an 80-20 ratio of residents to non-residents would be appropriate to start and can be adjusted if needed. League also has a spring program; board feels that will need to be referred the Sports sub-committee for future consideration.
- 5) **Reports: See attached. Addendum:**
  - a) Mike's: No addendum.
  - b) Brendan's: Discussion of trash overflowing at areas around town; Board wants Reggie to be more on top of trash pick-up.
- 6) **Old Business:**
  - a) Memorial Park update: Tree Warden recommends removal of 2 pines (see attached). Abutters Bob and Jayne Mace in attendance and requested to be included in all meetings regarding the park. After discussion, **Motion** made and seconded to approve removal of the 2 pine trees and clearing of the area by Town departments; all in favor; **Motion** made and seconded to approve hiring a landscape architect using department funds as needed to design replanting and layout plan; all in favor. Board agreed: native and low maintenance plantings are preferable and the old fence also needs to be removed. Discussion of different types of barriers to replace fencing. Board wants new grass and plantings in place by mid October. Board also feels walkways need attention. Board will schedule special meetings as needed to discuss and approve further repairs and renovations. Brendan and Chip will be coordinating with the National Grand. Bob Mace gave Kudos to the board for their attention to the property and expertise.
  - b) Shattuck request update: Shattuck again denied the request for funds for the Hammond Center proposal.
  - c) Chandler Hovey update: Brendan has contacted vendors for estimates on brick façade for bathrooms and railing repairs; still awaiting answers. Crew has done a cleanup and removal of debris. Some benches are in need of attention; Brendan recommends repair. Board in agreement. Discussion of repairing wall and removal of brush.
  - d) Linda: Need signage prohibiting kids from jumping of rocks at Crocker? Board feels signage unnecessary and prohibition unenforceable.

MARBLEHEAD COMMUNITY CENTER

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

[www.marblehead.org](http://www.marblehead.org)

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420

7) **New Business:**

i) **Correspondence** (see attached):

(1) **To be Decided:**

(a) **Motion** made and seconded to deny Jack Podgur's request; all in favor.

(b) **Motion** made and seconded to approve the Harbor Master's request; all in favor.

(c) **Motion** made and seconded to approve Pack 11 Cub Scout's permit request and waive fees; all in favor.

(2) **No actions required:** Notice of Hearing.

ii) **Site visit:** Piper field tomorrow at 11:00 AM.

8) **Timekeeping:**

a) 9:00 PM: **Motion** made and seconded to extend meeting 15 minutes; all in favor.

b) 9:15 PM: **Motion** made and seconded to extend meeting 15 minutes; all in favor.

c) 9:20 PM: Adjourned.

9) **Next regular meeting:** Scheduled for Tuesday August 16, 2011 at 7:00 PM in the Community Center.

**Respectfully submitted: Ric Reynolds, Clerk**

*Attachments:*

- *Meeting notice & agenda*
- *Reports (2)*
- *Correspondence (5)*



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>August</u>	<u>2</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 – July 19

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

Discussion:

1. Memorial Park update
2. Shattuck update
3. Chandler Hovey update

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: 07/29/11

# Assistant Superintendent/Director of Recreation Report

## August 2, 2011

### *RECREATION*

All programs are running very well. This week we saw the start of our Magicians Football Clinic, summer Multi Sports session 5 and our WICKED COOL KIDS science program begin. Tennis, Sailing and Playground Programs are headed into their 6th week. Monday we will start our 2nd Hockey clinic, Header's All Star program, Tennis session 6 and Sailing session 4.

### *SAILING PROGRAM*

The Harbor Master has asked to borrow our 17' Whaler at the conclusion of our season. I will make arrangements with him to borrow and haul it out when he is finished however I will take care of the winterization of the vessel and engine.

### *DEVEREUX BEACH*

Last Friday, July 29th the Gator was delivered. While instructing the staff on it's use I noticed a sensor begin to smoke. Both Brendan and I separately looked it over and decided to call Rosenkrantz which I did yesterday. Today it was picked up and it should be back tomorrow. It doesn't seem like a big deal and it might be because it is new but I did not want to take a chance.

Together with Lime Rickey's, Brendan & I developed a new trash pick up plan for Fridays, Saturdays and Sundays. This plan seems to be working well and will work even better with the Gator.

I have received a good report from the Disabilities Committee with regards to the new way to access the play area boardwalk however an issue of accessability was brought to my attention at the restrooms from a guest from out of town. I have brought it to Brendan's attention and we will have the Highway Dept. help us fix the problem.

### *VANDALISM*

Vandalism continues nightly at Seaside behind the grandstand. Each morning one of my first stops is to pick up this mess when checking the courts and area for other issues. It has become routine for the children at night as well as part of my routine in the mornings. The extent of the vandalism seems to be small bit of graffiti and alot of broken bottles and trash left each day I feel lucky it's not real extensive damage. I can deal with the glass and litter a few more weeks.

# **Recreation Commission Meeting**

**August 2, 2011**

## **Superintendent's Report**

### **Parks / Fields**

The guys have been busy tackling some smaller jobs since the grass has slowed. The knotweed and other invasive have been removed from the area around the Dog Park, Nature Center garden and Piper Field. They have also been taking care of some of the items on the Chandler Hovey list.

### **Summer Field Work**

Turf Links will be in town on Thursday to top-dress Seaside Park and Piper Field with sand. Both fields will be aerated before the topdressing takes place.

### **Harbormaster**

The harbormaster is looking for permission to use our 17' Whaler at the end of the sailing program, for the remainder of the boating season. They are in the process of getting a new boat and their backup boat needs repairs. The Harbormaster would pay for any maintenance required and cover all costs to have the engine winterized, the bottom power washed and the boat shrink wrapped for the winter.

### **Crocker Park Bathrooms**

The bathrooms at Crocker Park are now open for business. The last part for the door timers was installed last Wednesday. The magnetic timer locks are set to release at 7:00 a.m. and engage at 8:00 p.m.

I have been approached by Jack Podgur, 31 Front Street, about an easement to enter the rear of his property by vehicle, from the right-of-way in Crocker Park. If the commission decides they would like to proceed with this request any decision would be subject to Town Counsel approval.

### **Hamond Nature Center Garden / Parking Lot**

Due to our Cool Kids Rocket Science program the paving work at the Hamond nature Center has been postponed. Contracts have been signed by all parties and work should begin next week

### **Riverhead Beach**

I have met with Willie Lamphear and Walter Haug and begun working on a Notice of Intent for the Riverhead and Devereux Beach properties. The notice will then be filed with the state and will be good for three years before being reviewed. Once it has been completed I will forward a copy to the commission.

### **Old Business**

### **New Business**

### **Next Meeting:**

August (?), 2011

Brendan Egan

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**From:** Doug Gordon  
**Sent:** Tuesday, August 02, 2011 10:39 AM  
**To:** Brendan Egan  
**Subject:** memorial park

Marblehead Park& Rec, It is my opinion that the two white pines at Memorial Park even though native and healthy were planted to close to the sidewalk area the one on Pleasant st has been limbed up over the years because of its proximity to the sidewalk and now most of the growth is over the power lines with heavy wet snow will create problems in the near future. The one on Essex st is growing at an angle probably forced out by over planting some years ago and is also growing over the power lines. I think by removing them it gives the opportunity to replant that end of the park and give some thought to location, height and width of new plantings which would not create problems in the future. The remaining trees in the park are in fairly good condition although the sugar maples will at some point start to decline and be removed which gives the board the opportunity to continue with some continuity replanting the park with some thought as to spacing and size of new trees

Doug Gordon

Marblehead Tree Dept

**Mr. Brendan Egan  
Superintendent  
Recreation & Parks Department  
Community Center  
10 Humphrey Street  
Marblehead, Ma. 01945-1906**

**Re: 31 Front Street**

**July 27, 2011**

**Dear Mr. Egan,**

**Thank you for taking the time to meet with me, so that I could explain my situation at 31 Front Street.**


**My house has no garage or driveway for the purpose of parking a car. During the summer months the boaters at the Boston Yacht club sometimes park their cars on Front street for a few days at a time and the children's Island employee's park there for the day. We have no way of accessing the rear of our house with out going through the front door. The house is built with no access on either side to get to the rear area. This makes it impossible for landscapers or any workers to get to the rear of our house or in our house without using the dirt drive on the other side of our fence in Crocker Park.**

**If we are permitted to have an easement to enable a workman or ourselves to enter our property from the dirt road, we would be able to drive on our property, close our fence doors and not block any access the town might need.**

**If the landscaper is able to park his truck in front of our house, he has no way of bringing his equipment through or around the house.**

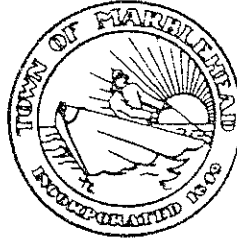
**I thank you in advance for your consideration of this matter.**

**Sincerely,**



**Jack Podgur**

HARBORS AND WATERS BOARD  
Harbormaster's Quarters



CHARLES J. DALFERRO  
Harbormaster

Brendan Egan  
Superintendent of Park & Recreation  
10 Humphrey Street  
Marblehead Ma 01945

July 29, 2011

Dear Brendan

Due to mechanical problems I have taken the Harbormaster 25' Boston Whaler Patrol Boat out of service for the remainder of the season. The 25' Whaler is in the process of being replaced with a new 27' patrol boat and it would not be prudent to spend the money required to have repairs done. A contract has been awarded and the new boat is currently being built by a company in Louisiana. The new boat will not be in service until the 2012 boating season.

The loss of the 25' Whaler leaves the department with the Stacey Clark and the C.V.A. Pump out boat for patrolling and rescues. The Stacey Clark is the Harbormaster Department primary work platform and is capable of performing all missions except shallow water rescues. The C.V.A Pump out Boat is neither designed nor structured to tow a disabled boat and is not suited as a rescue / patrol boat.

The seventeen foot Boston Whaler which is used by the Recreation and Park sailing program is a equipped with a Sampson post for towing as well as being a shallow draft boat. It would be a tremendous help to the Harbormaster Department and to the safety of the boaters if you and the Recreation and Park Commissioners would allow my department to use the 17' Boston Whaler for the remainder of the season once your sailing program has ended.

Your Whaler would be kept at the harbormaster dock at my office and would not be used as an everyday boat but would serve as back up to the Stacey Clark.

All maintenance would be done as required and I assure you that we would take care of all costs including having the outboard motor winterized, the boat bottom power washed and the boat shrink wrapped for the winter.

Thank you for your consideration,

  
Charlie Dalferro



## Marblehead Community Center rental permit application

APPLICATION date: <u>07/29/11</u>		APPLICANT (Name of person paying for the permit): <u>Lauren + Daniel Bodenski</u>					
DAY/DATE of event: <u>Mon. Sept. 12, 2011</u>							
TIMES (begin & end times up to 3 hours; includes set up & clean up): <u>5:15pm - 8:15pm</u>					NAME of group/organization (if applicable): <u>Pack 11</u>		
Event description & expected attendance (use separate page if needed): <u>Marblehead Cub Scout Packs 11 + 79 Sign-Up Night, over the 70-100</u>							
Circle room(s) requested: <u>Lobby - Tables?</u>	Gym (note: no food or beverages allowed): <u>?</u>	Game room	Dining room	Conference room	Arts & Crafts room	COA Kitchen	
Security deposit (separate check due at time of application):				\$50.00		\$50.00 fee; \$50 separate security deposit; in conjunction with a dining room rental	
One Room fee (up to 3 hours):				\$50.00			
Two room fee (up to 3 hours):				\$75.00			
Fee per room for permit over 3 hours:				\$25.00 an hour			
Staffing fee (Friday 5 PM - Sunday 10 PM):				\$25.00 an hour; minimum \$75.00			
Please see the next page for office hours and other information.							
SPECIAL REQUESTS: decided by the Commission at their next regular meeting INCLUDING fees and restrictions.							
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.) see next page for other restrictions.							
It is expressly understood and agreed that the policies of the Recreation & Parks Commission and the Building Utilization Committee 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? (Determined at next Board meeting)			<input checked="" type="radio"/> YES <input type="radio"/> NO
<b>OFFICE USE:</b>			
Park detail required? (see detail sheet)	Staffing required to staff facility?	Insurance required?	
YES / NO	YES / NO	YES / NO	
\$50.00	(\$75 minimum)	\$	
*Security deposit	Staff Fee	Usage fee	
Dates paid and check numbers			

Lauren K. Bodenski  
 Signature of Applicant

Lauren K. Bodenski  
 Name (Please print clearly)

11 Leggs Hill Road, Marblehead  
 Address

781-584-3020 or 781-631-0566 (H)  
 Telephone

(Continued on next page)

**TOWN OF MARBLEHEAD**  
**Old and Historic Districts Commission**  
**Marblehead, Massachusetts**

**NOTICE OF HEARING**

The Commission will give a public hearing to all persons interested on **TUESDAY, August 16th, 2011 at 7:00 P.M.** in Abbot Hall, on the application of **Scott Howard** for the property at **150 Front St.**

**Description of work proposed:**

Roof top air conditioning unit.

By Order of the Old and Historic Districts Commission

Charles Hibbard  
Chairman