



TOWN OF MARBLEHEAD
Recreation & Parks Department



Recreation and Parks Meeting Minutes

09-06-11

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 to order the September 6, 2011 meeting at 7:30 p.m.
- 2) **Attendance:**
 - a) **Present** (constituting a quorum): Chip, Sam, Jerry, and Linda (7:40 pm).
 - b) **Absent:** Derek.
- 3) **Minutes:** Motion made and seconded (Jerry, Sam) to approve minutes of the 8/25/11 meeting; all in favor.
- 4) **Reports:**
 - a) **Mike's:** absent; no report.
 - b) **Brendan's:** see attached.
- 5) **Appearances:** Matt Ulrich appeared to give an update on the plans for Memorial Park.
 - a) Matt presented the board with a drawing of the park (attached) and gave examples of the plantings and fixtures that could be used in the design of the park. Matt will email PDF's of the plantings and fixtures to the commission and Brendan. He asked the commission to look closely at the lights, trash barrels, brick piers, benches and fence.
 - b) Chip expressed the need to develop a working budget for the entire project. Once the entire budget is developed we can then break it down into phases. Chip approached the Shattuck Fund in regards to funding a large portion of the project over the next few years.
 - c) Brendan will contact Doug about removing the trees that are leaning over the street and power lines on Essex and Pleasant streets.
- 6) **Old Business:**
 - a) **Seaside Park Maintenance:** Brendan received a quote from Sports Turf Specialties (attached) in the amount of \$10,590.00 to completely remake the infield. This is a labor only quote and there would be another \$10,000.00 in materials. It would be a 3-day job. Brendan will work with Becky on bidding this out.
 - b) **Lighthouse:** Brendan is working on bid specs for the bathroom building.
 - c) **Devereux Beach:** Sam inquired about protocol to keep the beach clean. Would like to see the beach staff keeps on top of the litter. Trash is out of control due in part to Lime Rickey's. Chip wrote a letter to Selectmen in regards to the trash issue; wants Recreation and Park to have the authority to bring in tenant to discuss specific trash removal guidelines.

7) **New Business:**

a) **Seaside benches:**

- i) Brendan expressed the need to move forward on the refurbishment of the benches at Seaside Park (see attached). Sam would like all of the money to come from the revolving account.
- ii) **Motion** made and seconded (Sam, Jerry) to rescind previous motion to spend 50% revolving and 50% bench fund to refurbish benches at Seaside Park; all in favor.
- iii) **Motion** made and seconded (Sam, Jerry) to spend \$2,850 from the revolving account to refurbish the benches at Seaside Park; all in favor.

b) **Nature Center:**

- i) Chip and Brendan discussed what was needed to finish the garden at the Nature Center (see attached). Chip will approach the local garden clubs for assistance.
- ii) **Motion** made and seconded (Sam, Jerry) to spend \$2,342.91 from the revolving account to finish the Nature Center garden project; all in favor.

- 8) **Timekeeping:** The board adjourned the meeting at 9:00 p.m. The next meeting has been scheduled for 7:30 PM Tuesday, September 20, 2011 at the Marblehead Community Center.

Respectfully submitted: Brendan Egan, Superintendent



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

Tuesday
Day of week

Sept.
Month

6
Date

2011
Year

7:30 PM
Time

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

Approval of minutes from previous meeting – August 25

Discussion:

1. Memorial Park
2. Hamond Nature Center

Old Business Discussion

New Business Discussion

Next Meeting: September 20

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: 08/31/11

Recreation Commission Meeting
September 6, 2011
Superintendent's Report

Parks / Fields

I received a nice email from Jack Attridge, on behalf of Youth Softball thanking the guys for all their work this summer. I have let the staff know and will forward them a copy of the letter. They did a tremendous job on preparing fields for summer softball and baseball and it is continuing into the early fall season.

The guys are trying to stay on top of the grass and get into a routine now that the summer help has finished. I would like to hire a few guys to help with fall cleanups and cutting until the end of October.

Irene – The staff did a great job getting the beach and other properties prepared for Irene. They spent Monday and Tuesday helping the Tree Dept. with cleanup before focusing on the schools the remainder of the week.

Big Belly – We have received three (3) Big Belly solar trash containers for use at the Village School (2) and Chandler Hovey (1). The units were delivered on Thursday, September 1 and were paid for by the School Department (1), Shattuck Foundation (1) and through donations from the youth sports organizations (1) (soccer, lacrosse and football).

Fall Field Work

Seaside Park: I have received an estimate from Sports Turf Specialties to redo the infield. This quote was based on measurements taken by Sports Turf Specialties and is for “labor only”. We would be responsible for purchasing the materials and for removing the waste materials. Sports Turf Specialties is the same company used by Danvers to redo their infields and come highly recommended. I am waiting on a quote from Turf Links for the same fieldwork.

Hobbs - I am planning to work on Hobbs field this fall and have met with Greg Snow on site to review the project. I would like to re-cut the infield to a 60' diamond (or as close as we can get), remove the top 4" of stone dust and replace with infield mix and replace the plate and pitchers mound. Marblehead Youth Baseball has already said they would contribute to the project. I would like to get this project started by the end of the month.

Hamond Nature Center Garden / Parking Lot

The paving portion of the parking area has been completed. I am having trouble getting a hold of Lenny Cameron to finish the perimeter of the curbing and install the two granite posts. If I don't hear back from him this week I will be contracting with someone else to finish the project by next week.

I have a list of items that need to be purchased to finish off the garden site. The list includes sod, cobble and stepping stones, a granite compass and granite benches. The total is **\$2,342.91**

Benches

After our last meeting I requested a quote to refinish the benches at Seaside park from a local contractor. I have received a quote in the amount of \$2,850.00 to refinish the 19 benches that

line Seaside Park along Atlantic Ave. I believe this to be a very fair price and would like to request a vote to accept the quote.

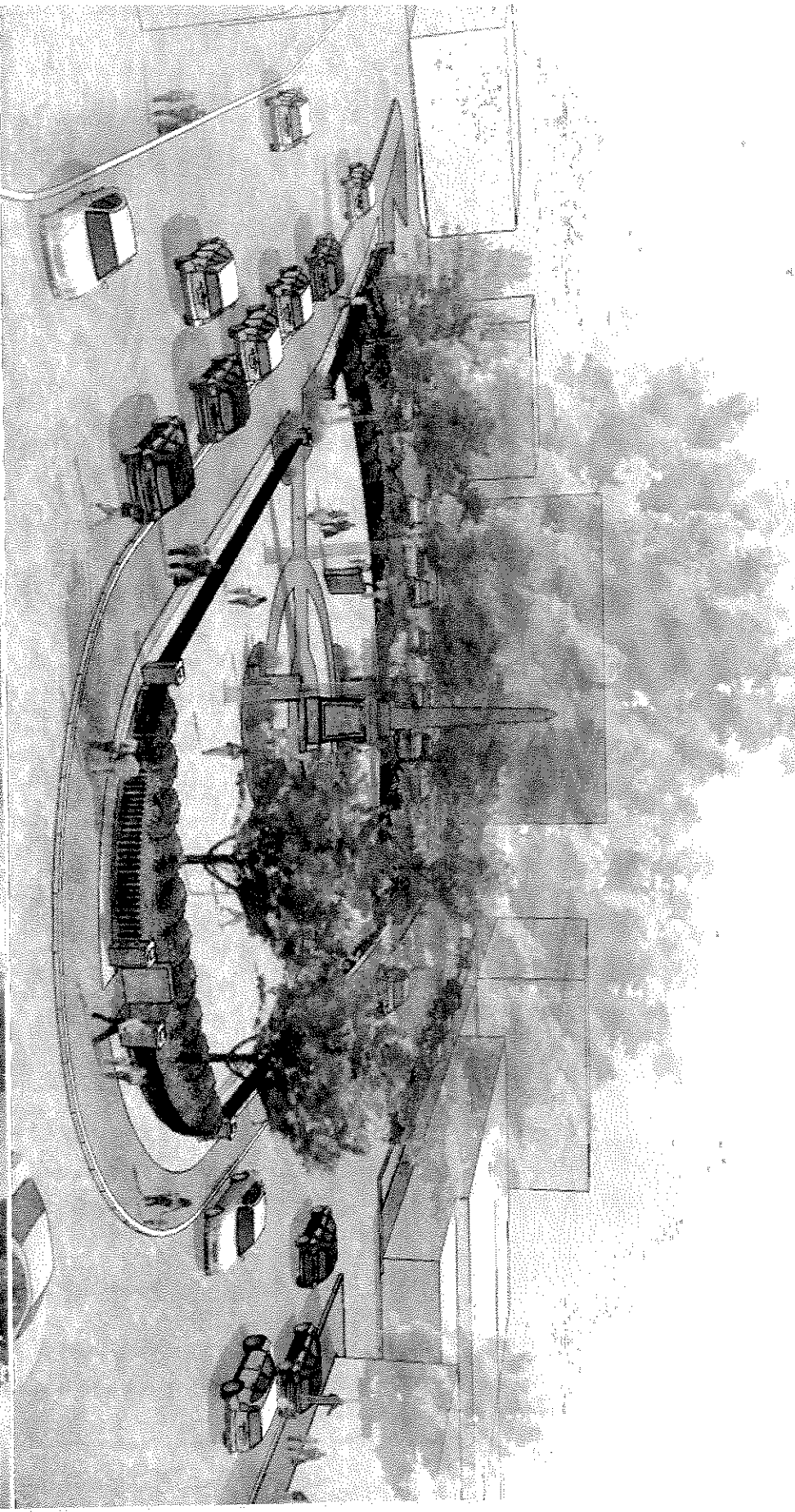
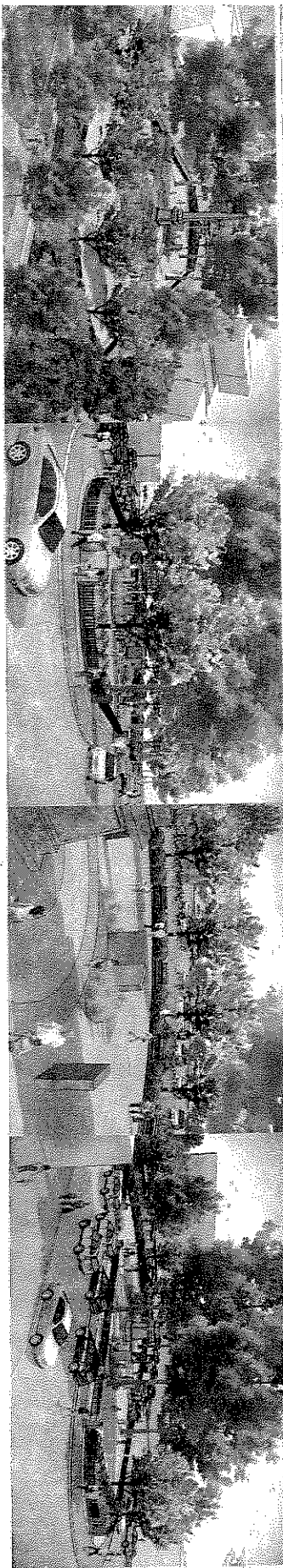
Old Business

Chandler Hovey project – quote to repair railings in two locations and front barrier gate - \$2,350
This quote includes labor for fabricating, galvanizing and installation of railings and all materials.

New Business

Next Meeting:

September 20, 2011

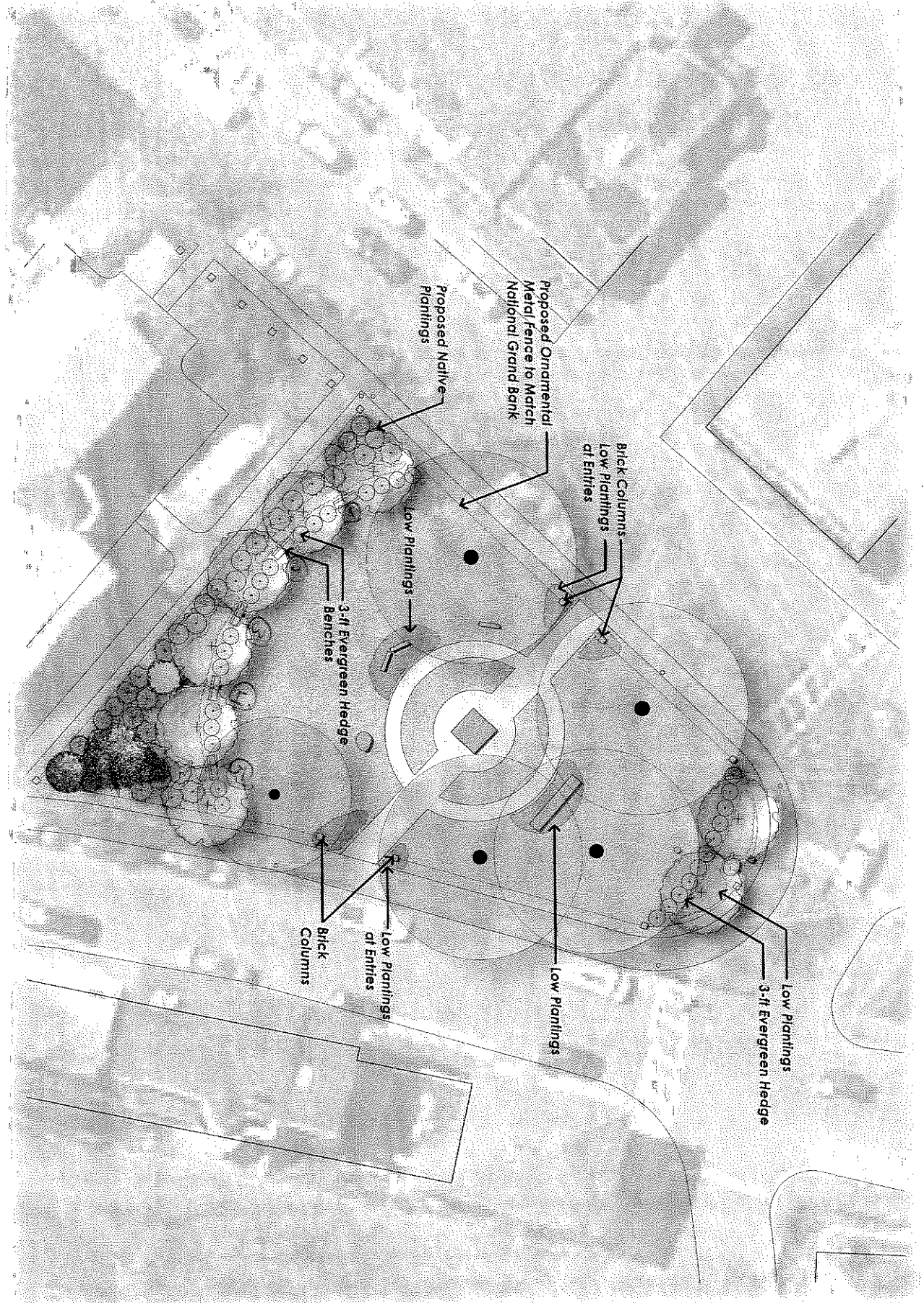


Memorial Park

Marblehead, Massachusetts



David E. Land and Landscape Architects, LLC
www.de-la.com • 77 Main St., Weymouth, MA 01981 • 617-337-3252



Memorial Park

Marblehead, Massachusetts

uila

Uli Richard Landscape Architecture, LLC
 www.ur-la.com • 77 Main St. Weymouth, MA 01978 • 617-337-2232



20 Kenneth A. Miner Drive
Wrentham, MA 02093
P - 508-384-1084 F - 508-384-2084

August 24, 2011

To: Brendon Egan

From: Dennis Brolin
Sports Turf Specialties, Inc.

Re: Marblehead Baseball Field

Dear Brendon:

This proposal is being submitted as a follow up to our previous conversation concerning the baseball field located in Marblehead. Below is the scope of work, with pricing reflected.

Scope of Work:

1. All layouts will be provided by Sports Turf Specialties. This will include re-installation of bases, pitching rubber and home plate to new location and elevation.
2. Strip 11,000 square feet of existing turf from the entire infield, 8' around the perimeter of infield and 8' around the back arc of the infield. There will be 1 ¼" of material removed to insure all grass, thatch and organic matter is fully removed. Waste materials will be transported to an onsite location. Estimated quantities of waste materials will be approximately 60 yards.
3. Excavate infield clay down to the depth of 1 ½" below proposed finish elevation. Power till infield mix to the depth of 2". This process will prevent layering, compatibility and drainage issues between infield materials. Estimated quantities of infield waste materials will be approximately 48 yards.
4. Install 35 ton of new premium Native infield mix. Laser grading will be done using a fully automatic Laser Grader capable of grading to within ¼" over 50'. Infield mix must have a minimum clay percentage of 10%.
5. Build a new pitchers mound to specifications. Hill Topper mound clay will be used to achieve greater durability.

Thank you for the opportunity to provide you with this proposal from Sports Turf Specialties, Inc. Please advise us if you have any questions or concerns. We look forward to working with you on this project. If you accept the terms stated above, please initial next to approved prices, then sign and return a copy to our office. Your job will not be scheduled until this is received. *Quote valid for 60 days.*

Sincerely:
Dennis Brolin
DB/njs

Terms Net 30. All accounts are due and payable per invoice terms. All past due amounts are subject to a service charge at the maximum rate allowed by state law plus costs of collection including attorney fees if incurred.

Authorized Signature: _____

Company _____

Date: _____

Peter M Dearborn
Construction Supervisors license
#105716
6 Cowell Street
Marblehead, MA 01945
617-438-2953

August 22, 2011

To: Town of Marblehead

Proposal to refinish and stain 19 benches at Seaside park :

Labor:

Temporarily remove plaques on benches.

Sand down all woodwork to benches to prepare for stain.

Apply a pre-stain product to open grains in wood.

Apply 2 coats of specified stain (matching stain to Fort Sewall)

Stain is applied with brush and then wiped into grain with cloths.

Re install plaques to benches.

Cost of labor:

\$150.00 per bench: $\$150 \times 19 =$

\$2850.00

Cost of supplies and generator rental:

\$ 300.00

**we will
purchase*

Total cost of labor and supplies:

\$3150.00

Hamond Nature Center Garden

Rectangular area 30'x20' = 600 sq ft
 Grass area 500 sq ft
 Circular herb garden
 Area 95 sq ft
 Radius 5.5'
 Circumference 34.55'

Cobbles for circle-3 choices possible
 4x4x4 105 needed \$1.25 ea \$131.25
 9x5x5 47 needed \$3.45 ea \$162.15
 10x7x4 43 needed \$4.59 ea \$197.37

Stepping Stones for herb garden
 12 needed
 Pattern Bluestone 12"x18" \$5.65 sq ft \$8.47 ea \$101.76
 Irregular Flagstone

Granite benches
 48"x4"x14" rounded ~\$400.00

Granite compass \$279.00

Budget

Sod 1 pallet 500 sq ft	\$ 200.00
Cobbles 47--9x5x5	\$ 162.15
Step Stones	\$ 101.76
Granite Compass	\$ 279.00
Sign	\$ 800.00
Stone dust/materials	
For entrance	\$ 100.00
Handicap ramp	\$ 200.00
Plant material	\$ 500.00
Herbs & outside fence	

Sub total \$2342.91

4 Granite Benches \$1600.00
 48"L X 14"W curved

Total \$3942.91