



TOWN OF MARBLEHEAD

Recreation & Parks Department



Recreation and Parks Meeting Minutes

12-06-11

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 the 12/06/11 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 to approve minutes of the 11/15/11 meeting; all in favor.
- 4) **Appearances:**
 - a) Larry Healy: Appeared to discuss the permit application for a hockey tournament on Bud Orne Rink (attached). After discussion: **Motion** made and seconded to approve with a fee waiver and co-sponsorship of the Department to allow for insurance; all in favor. Proceeds will be donated to the Bud Orne Rink maintenance fund.
 - b) Jeff Plakans: Appeared to discuss his request for field time on Friday nights in the spring for a 6 week period from early April-May to run NFL flag football program. Board explained that existing youth sports programs get first preference for field scheduling and no space will be taken away from them for a new program. After discussion of the upcoming spring scheduling, the board agreed that they will approach Youth Baseball to see if they are not using Hobbes field on Friday nights, ask softball to move to Hobbes on Friday's if Baseball isn't using it, and then schedule Bud Orne for flag football on Fridays if Softball can move to Hobbes for the period requested. Sam, Linda, Derek, and Jerry all will collaborate with each group as needed; final scheduling will be decided at the Sports Committee meeting in January.
- 5) **Reports:** See attached. Addendum:
 - a) Mike's: Stu Curtis: see new business.
 - b) Brendan's:
 - i) COA Collaborative garden program: see new business.
 - ii) Chandler Hovey Bathroom renovations: see old business.
 - iii) Boat storage: see new business.
 - iv) CYO basketball fee reduction request: see old business.
 - v) B&S request: see old business.
 - vi) Stramski Way paving: see old business.
- 6) **Old Business:**
 - a) CYO basketball fee reduction request (re: Brendan's report): **Motion** made and seconded to approve fee reduction as requested (see attached); 4 in favor, 1 abstention (Linda).
 - b) Chandler Hovey bathroom renovations (re: Brendan's report): the lowest bid received is approximately \$6000.00 more than the Shattuck Fund originally approved for funding. Brendan has approached the Neck Association and the Shattuck Fund to request further donations to make up the short fall and is awaiting their decisions. After discussion: **Motion** made and seconded to allow funding from the General ("other professional and technical" and "passive park" line items) to be used to cover any short falls if the Shattuck Fund or the Neck Association cannot supply additional funding; and to allow the Chairman to sign the contract on behalf of the Board; all in favor.

MARBLEHEAD COMMUNITY CENTER

www.marblehead.org

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420

- c) B&S request (re: Brendan's report): application withdrawn at this time.
- d) Stramski Way paving (re: Brendan's report): Brendan reports per discussions with Town Hall: Stramski Way is a private road, which means the Town is not responsible for paving it; Private roads are cleared/plowed or minimally maintained ONLY to allow public safety vehicles access; all other maintenance is the responsibility of the residents, not the general taxpayers.
- e) Stramski building renovation plans: Linda inquired about progress; Brendan will contact architect for an update.
- f) Dogs in Parks: Discussion of how to enforce leash laws and pet access restrictions on department properties. After discussion, Board agreed: Department must ensure all properties have proper signage; a public health flyer from the Board of Health should be created and distributed with all dog license applications; and the Town Clerk's office needs to be approached for funding for dog waste bags from the fees for dog licensing as they are expensive and the department is currently footing the bill. Brendan will coordinate signage, health flyer, and approach the Town Clerk's office.

7) **New Business:**

- a) Commemorative plaques: Shattuck and Coffin fund (re: Mike's report):
 - i) Sam suggested allowing funding to commemorate both the Shattuck and/or Coffin Funds as appropriate for any future project receiving support from either fund; board in general agreement.
 - ii) **Motion** made and seconded to purchase plaques commemorating the Shattuck Fund for their support regarding the upcoming Chandler Hovey bathroom renovations and the Coffin Fund for their support of the 2011 Crocker Park renovations; all in favor.
- b) Collaborative program with COA (re: Brendan's report): After discussion: **Motion** made and seconded to approve program in principle with location and all details to be determined; all in favor. Brendan will coordinate.
- c) Boat storage (re: Brendan's report): After discussion: **Motion** made and seconded to approve the boat storage application with terms and conditions for the 2011-2012 storage season (attached) pending approval from Town Hall; all in favor. A similar form will be created for lobster trap storage; board agreed traps are to be stacked with a 5 trap maximum height.
- d) Upcoming field projects:
 - i) Piper Field: Discussion of needed maintenance to be scheduled beginning in May 2012. Brendan, Derek, and Dennis Brolan from "Sports Turf Specialties" walked the site; Dennis recommended that a berm/curb to channel water into drains be built on the home seating side of the field, and then the field be stripped, filled with a dirt and sand mix as needed, and re-sodded. He is preparing some estimates for consideration. After discussion, **Motion** made and seconded to engage in a capital improvement project at Piper field and authorize Brendan to secure estimates and any information necessary to create an RFP, funded by a combination of the department's general and revolving funds and any donations; all in favor.
 - ii) Veteran's Middle school (softball): The backstop for softball at this facility is supposed to be portable, but was mistakenly put in as a permanent structure, limiting the use of this space. After discussion: **Motion** made and seconded to explore turning the backstop back into a portable structure to allow the space to be used as a multi-purpose athletic field and rework the field seasonally per appropriate sport; all in favor.
 - iii) Seaside Park (field hockey & baseball): After discussion: **Motion** made and seconded to rework the fields for each sport based on the season; all in favor.
 - iv) Bud Orne (softball): **Motion** made and seconded to renovate softball infield from FY13 department budget and any donations; all in favor.
 - v) Gatchells' (AA infield): **Motion** made and seconded to renovate the AA field from FY13 department budget and any donations; all in favor.
- e) Correspondence: 1 Notification to abutters; no action required.

8) **Timekeeping:**

- a) **9:00 PM: Motion** made and seconded to extend the meeting until all agenda items have been addressed; all in favor.
- b) **9:41 PM:** Meeting adjourned.

9) **Next meeting:** After discussion: the next meeting has been scheduled for January 3, 2011; Time and place to be posted IAW Open Meeting Laws.

Respectfully submitted: Ric Reynolds, Recreation and Parks Department Clerk

Attachments:

- Meeting notice & agenda; request (1); reports (2); fee calculation sheet (1); boat storage application with terms and conditions (1); correspondence (1).



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>Dec.</u> | <u>6</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)

1. Approval of minutes from previous meeting – November 15, 2011
2. Appearances: 7:15 p.m.. Larry Healy - Bud Cup Request
7:30 p.m.. Jeff Plakans - NFL Flag Football
3. Reports: Superintendent and Recreation Supervisor
4. Old Business: Dogs in Parks
5. New Business: Upcoming Field Projects
 - Piper Field
 - Veterans Middle School and Seaside Park (Field Hockey)
 - Bud Orne (Softball)
 - Gatchell's - AA infield

Next Meeting: TBD

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: 12/1/11

Town of Marblehead Recreation & Parks Department

Application for park permit

| | | | |
|--|--|--|--|
| APPLICATION date: <div style="font-size: 1.2em;">11/23/2011</div> | | APPLICANT (name of person paying for permit): <div style="font-size: 1.2em;">Larry Healy</div> | |
| 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 is REQUIRED</u> to be provided with the request <u>at the time of application</u> . | | | |
| EVENT Day & Date: <div style="font-size: 1.2em;">11/13-14 or 1/20-21</div> | | TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): <div style="font-size: 1.2em;">Friday 5:00 - 9:00 pm Sat 7:00 am - 1:00 pm</div> | |
| EVENT DESCRIPTION & expected attendance (use another page if needed): <div style="font-size: 1.2em;">Pond Hockey Tournament on the Bud Orne Rink</div> | | | |
| FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee): <div style="font-size: 1.2em;">Bud Orne Rink</div> | | | |

| 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 | <div style="font-size: 1.2em;">Bud Orne Rink</div> 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) <u>due to hardship</u> ? (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) | | |

Larry Healy

Signature of applicant

Larry Healy

Name (Please print clearly)

46 A Peach Highlands

Address

781-631-5895

Telephone

Approved by:

Superintendent, Recreation & Parks Department

Date approved

Assistant Superintendent/Director of Recreation Report

December 6th, 2011

RECREATION PROGRAMS

The following program (s) began within the last two weeks

1. Youth Track & Field began Sunday, December 4th.

NEW PROGRAMS CURRENTLY BEING MARKETING

1. Multi Sports programs additional shorter sessions in all 3 programs
2. Multi Sports Basketball
3. Ski program
4. Robotics with Legos

All programs listed except for the ski program are new to our program offerings this year.

Stu Curtis

I mentioned to Brendan that I had a conversation with Stu Curtis about the possibility of dedicating space and some kind of plaque signifying that the Shattuck Family at Memorial Park and the Coffin Family at Chandler Hovey were the means for the financial donations received to beautify the space. Stu Curtis is a member of both families and thought some kind of formal designation would be nice.

Recreation Commission Meeting
December 6, 2011
Superintendent's Report

Parks / Fields

Aeration / Turf Blankets –We have begun the aeration of the athletic fields, we will begin to put the turf blankets on Hopkins, Village middle and Piper (if necessary).

COA / Rec. & Park Collaboration

I have been working with the Council on Aging on a collaborative project through the Marblehead Rotary Club and Interact (the high school service organization associated with Rotary). We are exploring the idea of creating intergenerational garden plots, where members of Interact and seniors can work together on planting, growing and cultivating flower, herb and vegetable gardens. I am looking into the use of the planting tables that were built for a School Department project last year as well as building some raised beds. I would like to use the lower Stramski area for this project. The area has parking, water and is level enough to provide handicap access.

Chandler Hovey Bathroom Project

The bids were opened for the bathroom project and came in higher than expected. The apparent low-bidder is about \$6,000 more than what we have (after the purchase of the Big Belly) in the Shattuck account. I have contacted the Shattuck and Neck Association looking for additional funds to cover the gap and am waiting to hear back from both.

Boat Storage

I have heard back on a premium (\$180) for the storage of boats and lobster traps behind the beach garage and have developed a permit and terms and conditions (emailed to commission 12/5/11) based on the Harbor Master's form. I think this form includes all pertinent information and would like to have the insurance company look it over before we have people fill it out. The lobster pot form will have the same terms and conditions but the application will be specific to lobster pots.

Old Business

- **Bob McNeil – CYO Basketball** – I have received a request to use the Community Center gym for basketball games on Friday's and Sundays between 5:30 and 7:30 p.m. The cost for renting the gym during this time would be \$125 per night. This represents the weekend rate for the building. They have asked to be considered for a reduced rate. I recommend charging them a Not-for-profit weekday rate of \$18.75 for the gym rental and wave the minimum rate of \$75 for staffing and charge them \$25/hr for staffing. This would mean they would pay \$87.50 per night for use of the gym instead of the \$125 normal rate.
- **Memorial Park** – I will be meeting with Maurice Cassidy of Cassidy Brothers Forge at Memorial Park on Thursday to walk the site and go over the specs for the job. I anticipate putting the specs out in early January.
- **B & S Fitness: Aquathon** - I spoke with Ashley Steeves from B & S Fitness about the proposed Aquathon event for next July and explained to her the problems with holding the event during our peak beach season. They are going to look at the event and try to come up with alternate dates.
- **Stramski Way** – I spoke with Town Administrator, Tony Sasso regarding the possible paving of the road. The town received an opinion last year that the road is a private way

Facility Calculation Sheet

For: CYO basketball winter 2011-12

MINUTES OF AN HOUR: 15 = .25; 30 = .50; 45 = .75

| Day | Date | Hourly gym fee | Staffing fee | Start (PM) | End (PM) | Total hours | Total fee |
|-------------|------------|----------------|--------------|------------|----------|-------------|-------------|
| FRI | 11/18/2011 | \$ 25.00 | \$ 75.00 | 5.30 | 7.30 | 2.00 | |
| SUN | 11/20/2011 | \$ 25.00 | \$ 75.00 | 6.00 | 8.00 | 2.00 | |
| FRI | 11/25/2011 | \$ 25.00 | \$ 75.00 | 5.30 | 7.30 | 2.00 | |
| SUN | 11/27/2011 | \$ 25.00 | \$ 75.00 | 6.00 | 8.00 | 2.00 | |
| FRI | 12/2/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| SUN | 12/4/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| FRI | 12/9/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| SUN | 12/11/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| FRI | 12/16/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| SUN | 12/18/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| FRI | 12/23/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| SUN | 1/6/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| FRI | 1/8/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| SUN | 1/13/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| FRI | 1/15/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| SUN | 1/20/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| FRI | 1/22/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| SUN | 1/27/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| FRI | 1/29/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| FRI | 2/3/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| SUN | 2/5/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| FRI | 2/10/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| SUN | 2/12/2011 | \$ 18.75 | \$ 50.00 | 5.30 | 7.30 | 2.00 | \$ 87.50 |
| FRI | 2/17/2011 | \$ 18.75 | \$ 50.00 | 6.00 | 8.00 | 2.00 | \$ 87.50 |
| TOTALS: | | | | | | 48.00 | \$ 1,750.00 |
| Total days: | | | | | | 24 | |

MMEA HOLIDAY

T7A90

DRAFT

FOR MARBLEHEAD RESIDENTS ONLY

TOWN OF MARBLEHEAD RECREATION & PARKS COMMISSION
WINTER BOAT STORAGE APPLICATION/AGREEMENT

| | | | | | | | | |
|--|--|----------------|-----------------------|------------|-------|-------|-------|--------|
| Permit valid: | FROM: September 15th, _____ TO: C.O.B. May 15th, _____ | | | | | | | |
| Owner's name: | | | | | | | | |
| Phone: | Home: _____ | Cell: _____ | | | | | | |
| Address: | | | | | | | | |
| Boat name: | | | | | | | | |
| Check/fill in as applicable: | Power | Sail | Wood | Fiberglass | Metal | Class | Color | Other: |
| | | | | | | | | |
| Trailer plate number: | Expiration date: | | | | | | | |
| Mooring Number: | Registration Number: | | | | | | | |
| Fee: | Longest length | X Widest width | X \$\$ per square ft. | Total: | \$ | | | |
| | | | | | | | | |
| <p>I the undersigned, as owner of the vessel described above, hereby apply to the Town of Marblehead Recreation and Parks Commission for permission to store this vessel at the beach garage storage yard located at 0 Ocean Avenue during the winter storage season. I understand and agree that storage is allowed no earlier than September 15th of the current year and no later than May 15th of next year and, should this application be accepted, I agree to abide by the Winter Storage Terms and Conditions attached hereto; and all terms and conditions will be met <i>prior to my boat being allowed on the property for storage.</i></p> | | | | | | | | |
| Signature of vessel owner: | | | | | | | | |
| Printed name: | | | | | | | | |
| Date signed: | | | | | | | | |
| AGREED BY RECREATION & PARKS DEPARTMENT COMMISSION/DEPARTMENT: | | | | | | | | |
| Signature: | | | | | | | | |
| Printed name: | | | | | | | | |
| Title: | | | | | | | | |
| Date signed: | | | Date fee paid: | | | | | |

TEAR

DRAFT

WINTER STORAGE TERMS AND CONDITIONS

- 1) Boats or lobster traps may be stored *AT THE OWNER'S RISK* on Town property under the jurisdiction of the Recreation and Parks Commission/Department in the beach garage storage yard located at 0 Ocean Avenue during the winter storage season. For boats, only those 25 feet in length or less on trailers may be stored. Lobster traps must be cleaned, have all bait bags removed, and all ropes and traps must be free of seaweed/marine growth prior to storage.
- 2) Boat trailers are to be provided by and remain the responsibility of the boat owner. The Town assumes no responsibility or liability regarding the condition or adequacy of any trailer. All trailers must be clearly marked and identified with the owner's name and name of the boat to which it belongs. Trailers must also be legally registered and insured in the State of Massachusetts.
- 3) The winter storage season for this property runs **no earlier than September 15th of the current year and no later than May 15th of next year**. ALL boats, trailers, masts, traps, and any other stored items must be removed by the close of business on May 15th. Any owner failing to remove vessel will be subject to having said vessel towed by a licensed towing company deemed appropriate by the Department. Any traps or other items left after the storage date will be considered abandoned and removed for disposal. Further, any owner failing to abide by the storage season dates will be forever prohibited from storing his/her vessel on ANY Town owned property.
- 4) This property borders a protected wetland. NO fuel or oil may be stored on said property at any time. All boats must remove all external fuel tanks/containers or drain and winterize internal tanks PRIOR to vessel storage. The owner is responsible for any costs for a professional clean up to DEP standards for any fuel/oil leaks/spills that occur.
- 5) Arrangements for the moving of boats or traps into or out of the storage area are to be made with the Recreation and Parks Department Superintendent during the Department's normal business hours. Vessels will be stored and Lobster traps will be stacked in the area as specified by the Superintendent ONLY.
- 6) Before any boat or trap may be stored in said storage yard, the owner must provide proof that the following conditions have been met:
 - a) Application for storage has been completed, approved, and paid IN FULL.
 - b) Proof of insurance and registration for both vessel and trailer is valid for the period of storage.
 - c) Proof of any and all mooring fees and vessel excise taxes are paid.
 - d) Any fees listed as overdue by any other Town Department are paid prior to application.
- 7) The Town assumes no responsibility for the security or safety of any stored items on said property and will not be responsible for any damage to any stored items including without limiting the generality of the foregoing: fire, theft, vandalism, freezing, and storms.
- 8) **No** maintenance is allowed on the property. Owner may coordinate with the Department Superintendent to have boat removed for maintenance and have boat re-stored during the storage period once maintenance is completed.
- 9) When upon said storage property the owner will ensure to conduct themselves appropriately at all times and will not create any annoyance, hazard, nuisance, or safety concern to any other stored vessel, item, or any town property at said location.
- 10) Each owner shall clean up and remove any debris and materials associated with storage when the boat or traps are removed from storage in the spring. Failure to adequately clean up any refuse will be cause for denial of future storage on Town property.
- 11) The Owner agrees to indemnify and hold harmless the Town, its agents, and employees from and against liability, damage, losses, claims, demands, and expenses whatsoever, including attorney's fees which may arise directly or indirectly from storage of any vessel, trailer, lobster traps, or other stored items on property of the Town, including any damage which may result from removal of said vessel, trailer, lobster traps, or other items as hereby provided.
- 12) In the event that the owner shall sell or otherwise transfer any items stored on Town property, the Department Superintendent will be immediately notified in writing.
- 13) These terms and conditions shall be binding upon and endure to the benefit of the heirs, executors, administrators, and assigns of the owner.

FYI

**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
KENNETH WALKER #4 FORT SEWALL FEMALE
MARBLEHEAD, MA 01945
2. The name and address of the applicant's representative is
SCOTT PATROWICZ, P.E. PATROWICZ ENGINEERING
14 BROWN ST, SALEM, MA 01970
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: #4 FORT SEWALL FEMALE
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 978-236-6400 (cell)
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 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.