



# TOWN OF MARBLEHEAD

## Recreation & Parks Department



### *Recreation and Parks Meeting Minutes*

03/23/2015

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

- 1) **Call to order:** Chip called the meeting to order at 7:00PM.
- 2) **Attendance:**
  - a) **Present (constituting a quorum):** Chip, Jerry, Derek, Sam, and Linda.
  - b) **Absent:** None
- 3) **Minutes of last meeting:** Motion made and seconded to approve the minutes of the 03/04/2015 meeting; all in favor. Approved
- 4) **Appearance:**
  - a) None
- 5) **Old Business/New Business**
  - a) **Recycle/Trash:** Park & Recreation have been approved to receive \$11,000 for a seasonal recycle position. We will be working with the Recycling Committee and meeting on 4/7/15 to discuss the quantity of barrels we will need. Health Department will be covering cost for recycle barrels
  - b) **Chip:** approached by the Coffin School PTO in regards to a gift certificate for a silent auction. **Motion:** to donate a gift certificate for one program up to \$200 to the Coffin PTO. Approved
  - c) **Gatchells Lights:** Once ground has thawed construction to start in spring. Trench to be dug by outside company to lessen load on park staff to allow them to focus on park prep for summer.
- 6) **Reports (attached):**
  - a) Tim Short Report: See attached
  - b) Travis Farley Report: See attached
    - i) **MOTION:** Allow Travis to hire 4 seasonal lifeguards & 5 seasonal playground staff for the summer of 2015. Approved
- 7) **Agenda Items:**
  - a) **2016 Fiscal Year Budget:** See Trash/Recycle above for alterations to budget
  - b) **Correspondence:**
    - i) **John Homan:** 4<sup>th</sup> annual "Run for the fund" event. **MOTION:** waive fee for Devereux Beach Parking Lot on Saturday, 5/30/15. Approved
    - ii) **Kendra Song:** Plant Sale Fundraiser. **MOTION:** allow Kendra to use parking spots along Humphrey Street on Saturday, 3/16/15 from 9am-12pm to display/sell plants. Approved
    - iii) **Geoff Hamilton:** Bike race on 3/29/15 from 7:30am-12pm. would like to rent Devereux Beach Parking Lot on 3/29/15. **MOTION:** made to waive fee. Approved

MARBLEHEAD COMMUNITY CENTER

www.marblehead.org

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- iv) Arrangers of Marblehead: Would like to host a craft workshop on 10/14/2015 from 1pm-4pm. **Motion:** waive fee for Arrangers of Marblehead. Approved
  - v) Lanning Levine: Townside Bicycle Rodeo on Saturday, May 16<sup>th</sup> or June 16<sup>th</sup> from 10am-1pm. The Recreation Department would like to co-sponsor this event with the Fire, Police, and Masons Bike Shop.
- 8) **Timekeeping**: Meeting Adjourned: 8:30 PM. Next meeting to be determined.

*Attachments: Meeting Notice and Agenda.*



DATE POSTED:

Town Clerk Use Only

## **MEETING NOTICE & AGENDA**

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

### **Recreation & Parks Commission**

Name of Board/Committee

Address of Meeting: Mary Alley Muni. Bldg. 7 Widger Road Room: Lower Level Conference

Monday

Day of week

March

Month

23

Date

2015

Year

7:00 PM

Time

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

1. Approval of past meeting minutes
2. Old/New Business
3. Topics:
  - a. 2016 Fiscal Year Budget
  - b. Correspondence
4. Reports: Superintendent/Recreation Supervisor
5. Next meeting: TBD

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson Chip Osborne

Posted by: Recreation & Parks Department

Date: February 20, 2015

Travis Farley  
Recreation Supervisor, Town of Marblehead  
Monday, March 23<sup>rd</sup>

## Recreation Supervisor Report

### Programming Updates

- Drop in Programs
  - o Pickleball, Volleyball, Badminton, & Indoor Park & Play continue to have good numbers
- Programs:
  - o Babysitting had 18 enrolled

### Upcoming/New Programs:

- Programs Starting in the next few weeks
  - o Special Events:
    - Breakfast with Easter Bunny – started to sell tickets
  - o Program week ending on 3/27/15 update
    - Coach Karl – 2<sup>nd</sup> session starting this week & numbers are great – 65 enrolled
    - 2<sup>nd</sup> session of dance classes with Dancers Dream this week – 9 registered
    - You can afford college class is on Thursday – only one registered
  - o Program ending on 4/3/15 update
    - Chris Prew After School Sports & Karate

### Facility & Parks

- None

### Other:

- Summer vendor agreements have been sent out and space has been requested
  - o Registration has started
- Riverhead RFB
  - o How to proceed
- Online Registration
  - o Set up for April 13th
- Present Applications for summer hires for playground & lifeguards
- Got terrific feedback from Veterans Agent in regards to our Valentines for Vets
- We will be looking into revamping our After School Program this fall
  - o Still collecting information from school & parents
  - o Met w/ Maryann Perry last week in regards to afterschool and Hammond Nature

### Hammond Nature Center

- Met w/ Hammond Nature Committee on Tuesday, 3/17/15
  - o Continue to develop 1, 3, & 5 year plan
  - o Would like to revamp the bulletin board
  - o Need photos of Hammond Nature Center

**Recreation and Parks Commission Meeting**  
**Superintendent Report**  
**March 23, 2015**

**Pram Racks**

Letter has gone out and we have already received a few back.

**Reynolds Playground Update**

The rendering will be ready in early April. The updated quote for the 3d and 2d renderings is \$2900 (as the last quote was from August 2014). This includes 10-15 3d images of various views of the site and a 2d 24"x36" color rendered plan.

**Devereux Beach Playground Opening**

All groups are good with May 16<sup>th</sup>. Family Fund suggested a 2:30 time for event.

**Field Opening Letter**

Field opening letter has been posted on the Athletic Fields page

**Summer Help**

Starting up Interview for Summer Park Maintenance this week

**Stramski Property**

Park guys cleaned garage, 1<sup>st</sup> floor, and 2<sup>nd</sup> floor. Removing appliances, boarded up windows.

**Park workers**

With assistance from DPW opened up Chandler Hovey parking lot

Cleared roadway at Crocker

Opened up sidewalk at community center

Repaired lifeguard stand,

Repaired signpost on beach shed

Assisted DPW clearing snow and sand from sidewalk at causeway, beach parking lot and

Sidewalk on Riverhead beach side where it wasn't still frozen.

**Community Center**

John Harpo had a stent put in yesterday and will be out for at least this week. Will be using Ryan Carmada to help out in his absence.