



TOWN OF MARBLEHEAD

Recreation & Parks Department



Recreation and Parks Meeting Minutes 06-03-10

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 **June 3, 2010** meeting at **7:00 PM**.
- 2) **Attendance:**
 - a) **Present (constituting a quorum):** Chip, Derek, Sam, Chuck and Linda.
 - b) **Absent:** none.
- 3) **Minutes:** **Motion** made and seconded (Derek, Sam) to approve minutes of the 05/18/10 meeting; all in favor.
- 4) **Appearances:**
 - a) **Marblehead Festival of Arts:** Lynn Devoe and Gregg Triplett appeared to discuss plans, renovation projects, and the permit & detail applications (attached) for this year's Annual Festival of Arts. Actions after discussion:
 - i) **Motion** made and seconded (Derek, Chuck) to approve all applications; all in favor.
 - ii) **Motion** made and seconded (Linda, Sam) to waive park fees and charge only for park staff detail fees; all in favor.
 - b) **Marblehead Rotary:** Lee Creighton and Stephen Bach appeared to discuss plans and the permit application (attached) for a "Great Race" to start and end at Devereux Beach. After discussion, **Motion** made and seconded (Sam, Chuck) to approve application pending proof of insurance, waive all fees, and allow music during the event; all in favor.
 - c) **Marblehead Marine:** Dave Haley appeared to request a permit extension to allow the quonset hut, floats, and debris to remain on the beach. After discussion, **Motion** made and seconded (Linda, Sam) to approve extension to June 15, 2010; all in favor.
- 5) **Reports: (see attached). Addendum:**
 - a) **Brendan's:**
 - i) **Motion** made and seconded (Linda, Derek) to approve bench application for Dorothy Montville; all in favor.
 - ii) **Park benches:** Discussion of getting all the benches maintained led to an agreement that Brendan will contact Peter Dearborn to estimate costs involved. Board agreed revolving fund money may be used. Board suggested Chuck get the map of park benches from the office and do an inspection if he so desires.
 - iii) **Crocker Park pier-head bid:** One bid received. Discussion of prevailing wage, penalty clauses, and amount of bid. After discussion: **Motion** made and seconded (Chuck, Linda) to reject the bid; all opposed. **Motion** made and seconded (Derek, Sam) to table the bid until Monday to allow Brendan to contact the Attorney General's office regarding prevailing wage, check into penalty clauses and the possibility of putting project out for rebid; all in favor.
 - b) **Mike's:** **Motion** made and seconded (Linda, Derek) to approve the bench application for William Doane; all in favor.
- 6) **Old Business:**
 - a) **Glabicky Field at Gatchells' Green:** **Motion** made and seconded (Linda, Sam) to name the field at Gatchells' Green "Glabicky Field at Gatchells' Green"; all in favor. Mike and Brendan will coordinate getting a sign made.
 - b) **Update on Field work:** See Brendan's report. Discussion of the need for a fence at Gatchells', upcoming sod orders for Hopkins' and Village middle fields, fertilizer needs, and irrigation. After discussion, it was agreed work orders may be the answer to accountability to ensure all tasks are being completed and signed off. Sam suggested checking water meters weekly to ensure irrigation is being done. Discussion of general grass conditions and mowing of rear of Village school. Brendan will coordinate all ordering and work orders.
 - c) **Crocker Park projects update:** See Brendan's report.

MARBLEHEAD COMMUNITY CENTER

www.marblehead.org

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420

7) **New Business:**

a) **Correspondence (attached):**

- i) **1 Permit application - St. Stephen's Church:** **Motion** made and seconded (Linda, Derek) to approve and waive fees including parking fees; all in favor. Mike will coordinate parking.
- ii) **4 Permit applications – Malden YMCA:** Discussion of insurance, fees, usage, and parking. After discussion: Mike will coordinate parking and area usage. They will be encouraged to bring their own lifeguards. **Motion** made and seconded (Derek, Linda) to approve applications with the following stipulations:
 - (1) The normal security deposit of \$50.00 for each pavilion applies.
 - (2) The normal user's fee of \$50.00 for each pavilion applies.
 - (3) A parking fee of \$100.00 per bus will be charged.
 - (4) Proof of insurance is required.
 - (5) They must clean their areas and curb their trash.
- iii) **1 Permit application – Eastern Yacht Club:** **Motion** made and seconded (Chuck, Sam) to approve; all in favor. Mike will coordinate.

b) **Discussion:**

- i) **Chuck's List:** Chip expressed his surprise regarding the recent "Chuck's list" article (attached) in the Reporter that was published without the Board's knowledge. Chuck maintains he did not know the article was being written; he had responded to the writer via e-mail. Chip will contact the Reporter to discuss the issue. The Board then discussed each item on the list (attached) and agreed that due to limitations of resources some items take priority while others must wait for funding and/or the availability of manpower. Sam suggested Chuck take his wish list to the Town Administrator to see if there's any funding available in other town accounts that could be appropriated.
- ii) **Pram rack policy:** Brendan distributed copies of the existing policies for floats, boats, and trailer storage and requested the board review them with the intent of changing the fines policies to more realistic amounts at a near future meeting.

8) **Timekeeping:**

- a) **9:00 PM:** **Motion** made and seconded (Derek, Linda) to extend the meeting 15 minutes; all in favor.
- b) **9:15 PM:** All matters tabled; meeting adjourned.

- 9) **Next meeting:** The board will be attending the meeting regarding open meeting laws on Monday June 7, 2010 at 7:00 PM in Abbot Hall.

Respectfully submitted: Ric Reynolds, Dept. Clerk

Recreation and Parks

AGENDA

Meeting Time 7:00

Approval of minutes from previous meeting

Reports from Superintendent Brendan Egan and Assistant Superintendent Mike Lane

7:30

Arts Festival: Crocker Park Use – Lynne DeVoe

Rotary Club: Great Race application – Stephen Bach / Lee Creighton

Marblehead Marine Const.: Quanset Hut extension – Dave Haley (possibly)

Discussion:

1. Glabicky Field at Gatchell's Green
2. Update on field work
3. Crocker Park project
4. Chuck Nyren list

Correspondence:

Old Business:

New Business:

Next Meeting:
June 15, 2010

Recreation Commission Meeting

June 3, 2010

Superintendent's Report

Fields, Parks, Playgrounds

It has been an extremely busy few weeks and the guys have done a great job getting things prepared for Memorial Day. They have been playing catch up on a lot of properties but seem to have a handle on things now with the three seasonal employees working.

Crocker Park

I have received one bid back for the Pierhead, walls, walkways and stair project at Crocker Park. The lone bidder was Carlton Electric Construction Company of Marblehead. Their bid was for \$39,675. I will check his references once it has been decided to move forward with a contract.

- * The specs for the bathroom building are being looked over by the building department and should be ready to go out next week. The project may require the replacement of a portion of the main sewer line leaving the building.
- * The pavilion has been completely repainted and looks great. The gazebo was power washed and will be painted next week.

Gatchell's Football Field

We have begun the work on the football field. The center of the field and yard lines has been tilled. The weeds have been raked out and the entire field has been aerated. The field will receive seed and be fenced off and will be put on a daily water schedule.

I have also received a bench request for the right-of-way at the end of Gallison Ave.

Bench Request

I have received a request for a memorial bench at Redd's Pond in memory of Dorothy "Dot" Montville. Dorothy served for many years as the chief caretaker of the children's nursery at the Old North Church.

Movie Night

We are planning on offering a movie on Wednesday, July 14 with a rain date of Wednesday, July 21. We are going to be using an inflatable movie screen from the Swampscott Recreation Department.

Open Meeting Law Meeting

Just a reminder there is a meeting on the revised Open Meeting Law on Monday, June 7, 2010 at Abbot Hall. This meeting is for all appointed or elected officials and is mandatory.

New Business:

- * A. Bench Policy
- * B. Pram Racks Policy

Assistant Superintendent/Director of Recreation Report June 3, 2010

RECREATION

Program registrations are continuing on at a good pace. Programs are set to run and the staff is eager to begin work.

BEACH

Much of my days continue to be spent at the beach picking up litter, cleaning restrooms and getting the boats and other seasonal equip. ready for summer. My plan is to schedule the maint. staff next week to help me set up the beach for operations. I have placed several calls to Cutter Hurlihy but have yet to hear back from him regarding the lights in the restrooms. If you should see him or know him PLEASE have him call me a.s.a.p.

PROGRAM INFORMATION

In my last report I updated you on the possibility of a **cooking class**. At this point I am much closer to offering this program. I am now going to get the Chef and the B.O.H. Inspector together for a meeting. The Chef meets all the qualifications.

A new program in the making is a **Running Clinic** which will be coached by the Girls Track Coach. Look for other running programs should this one be successful. We are planning a **weekly running event**.

BENCH REQUEST

I was personally give a request for a bench and asked to personally request this of the Board. It is from the **Doane Family**. Bill Doane was our Building Inspector and loved to recreate at Riverhead. His wife Marilyn works for the School Dept.

M.H.T.V. / P.S.A.

I hope you have had an opportunity to view the **PSA** on **M.H.T.V.** for the Community Center. I worked on this with students in the Television production Class. They are very proud of it. If you see Henry Christenson please thank him for his efforts.

**Town of Marblehead Recreation & Parks Department
Request for Park detail**

Name of requesting group: Marblehead Festival of Arts

Event: Champagne and Culinary Tasting fundraiser

Days & dates requested (Use separate forms for each event): June 27th 2010

Times requested (1 detail unit= up to 4 hours): 5pm to 8pm

Minimum fee: \$125.00 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):

Monitor and empty barrels during culinary event

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: Marblehead Festival of Arts / Greg Triplett

Signature of applicant:

Street address: Cypress St

Town, State, Zip code: Marblehead Ma. 01945

Daytime phone: 781-639-1775

Evening phone: same

E-mail address (if any): gre@twtech.net

Web site address (if any):

Recreation & Parks Superintendent:

Signature:

Date of approval:

Personnel assigned:

Times:

Specific duties:

**Town of Marblehead Recreation & Parks Department
Request for Park detail**

Name of requesting group: MARBLEHEAD FESTIVAL OF ARTS
Event: PERFORMING ARTS AT CROCKER PARK
Days & dates requested (Use separate forms for each event): JULY 1ST TO JULY 5TH 2010
Times requested (1 detail unit= up to 4 hours):

Minimum fee: \$125.00 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: GREGORY FRIDGEMAN / MFOA
Signature of applicant: [Signature]
Street address: 9 CYPRESS ST.
Town, State, Zip code: MARBLEHEAD MA. 01948
Daytime phone: 617 529 1775
Evening phone: SAME
E-mail address (if any): GREG @ TWOTECH-NET
Web site address (if any):

Recreation & Parks Superintendent:

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

Application for park permit

Date of application: 5-20-10	Name of applicant: MARBLEHEAD FESTIVAL OF ARTS
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Do you plan on using any structures (Chairs, tables, etc.) at your event?
(If yes, PLEASE describe structures and see the note regarding insurance below.)

YES

NO

Day & Date of event: Tue 1st thru Tue 5th	Times (up to 3 hours INCLUDING set up and clean up time):
---	---

Event description & expected attendance (use next page if needed):
PERFORMING ARTS w/ STAGE & TENT

Facility desired (NOTE: Any seasonal parking fees are NOT included in the permit fee):

Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (Stramski's) (2 grills in season)	Wedding ceremonies: Chandler Hovey Park, Crocker Park, Castle Rock	Other
Residents fee:	\$25.00			\$100.00 No Security deposit required	Fees based on request (* see note below); please describe on next page
Residents security deposit:	\$25.00				
Non - residents fee:	\$50.00				
Non - residents security deposit:	\$50.00				
Catered event (Clambake, etc.)	\$2 per person (minimum \$100.00) - \$50 Security Deposit				

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 if all trash was removed from the property)

A copy of a standard 1:3 million insurance certificate naming the Town of Marblehead as an additional insured is required to be filed with the application if any furniture or structures (chairs, awnings, etc) are going to be used during the event.

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 will be submitted at the next regular Commissioner's meeting for fee amounts and approval.

Cancellations/refunds: request in writing at least 5 business days before the scheduled event (sorry, no "rain out" refunds).

Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation & Park Department.

It is expressly understood and agreed that the policies of the Recreation & Parks Commission 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)

YES / NO

OFFICE USE:

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

Signature

Name (Please print clearly)

Address

Telephone

Approved by:

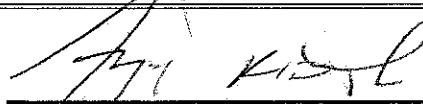
Superintendent, Recreation & Parks Department

Date

Application for park permit

Date of application: 5/15/10		Name of applicant: Marblehead Festival of Arts				
Do you plan on using any structures (Chairs, tables, etc.) at your event? (If yes, PLEASE describe structures and see the note regarding insurance below.)					<div style="text-align: center;">YES</div>	<div style="text-align: center;">NO</div>
Day & Date of event: 7/3/10 Sat.		Times (up to 3 hours INCLUDING set up and clean up time): 9am thru 4pm				
Event description & expected attendance (use next page if needed): Arts Festival "Sand sculpture and Kite Festival"						
Facility desired (NOTE: Any seasonal parking fees are NOT included in the permit fee):						
Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (Stramski's) (2 grills in season)	Wedding ceremonies: Chandler Hovey Park, Crocker Park, Castle Rock	Other	
Residents fee:	\$25.00			\$100.00 No Security deposit required	Fees based on request (* see note below); please describe on next page	
Residents security deposit:	\$25.00					
Non - residents fee:	\$50.00					
Non - residents security deposit:	\$50.00					
Catered event (Clambake, etc.)	\$2 per person (minimum \$100.00) - \$50 Security Deposit					
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 if all trash was removed from the property)						
A copy of a standard 1:3 million insurance certificate naming the Town of Marblehead as an additional insured is required to be filed with the application if any furniture or structures (chairs, awnings, etc) are going to be used during the event.						
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 will be submitted at the next regular Commissioner's meeting for fee amounts and approval.						
Cancellations/refunds: request in writing at least 5 business days before the scheduled event (sorry, no "rain out" refunds).						
Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation & Park Department.						
It is expressly understood and agreed that the policies of the Recreation & Parks Commission 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)		YES / NO
OFFICE USE:		
Park detail required? (see detail sheet)	Police detail needed? (631-1212)	Insurance required?
YES / NO	YES / NO	YES / NO
(\$125 per unit)	\$	\$
Detail fee	Usage fee	Other fee
Dates paid and check number(s)		


 Signature

Gregory Triplett
 Name (Please print clearly)

9 Cypress St Marblehead
 Address

781-639-1775
 Telephone

Approved by:

Superintendent, Recreation & Parks Department

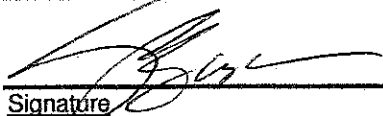
Date

Town of Marblehead Recreation & Parks Department

Application for park permit

Date of application: <i>5/28/2010</i>		Name of applicant: <i>The Rotary Club of Marblehead</i>					
Do you plan on using any structures (Chairs, tables, etc.) at your event? (If yes, PLEASE describe structures and see the note regarding insurance below.)			<input checked="" type="radio"/> YES <input type="radio"/> NO				
Day & Date of event: <i>Tuesday, Sept. 12, 2010</i>		Times (up to 3 hours INCLUDING set up and clean up time): <i>9 a.m. - 4 p.m.</i>					
Event description & expected attendance (use next page if needed): <i>Water Race (non-motorized) and Walk (see attached letter w/ details)</i>							
Facility desired (NOTE: Any seasonal parking fees are NOT included in the permit fee): <i>Devereux Beach</i>							
Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (Stranski's) (2 grills in season)				
Residents fee:	\$25.00						
Residents security deposit:	\$25.00						
Non - residents fee:	\$50.00						
Non - residents security deposit:	\$50.00						
Catered event (Clambake, etc.)	\$2 per person (minimum \$100.00) - \$50 Security Deposit						
Wedding ceremonies: Chandler Hovey Park, Crocker Park, Castle Rock		Other					
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 if all trash was removed from the property)		Fees based on request (* see note below); please describe on next page					
				\$100.00 No Security deposit required			
A copy of a standard 1:3 million insurance certificate naming the Town of Marblehead as an additional insured is required to be filed with the application if any furniture or structures (chairs, awnings, etc) are going to be used during the event.							
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 will be submitted at the next regular Commissioner's meeting for fee amounts and approval.							
Cancellations/refunds: request in writing at least 5 business days before the scheduled event (sorry, no "rain out" refunds).							
Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation & Park Department.							
It is expressly understood and agreed that the policies of the Recreation & Parks Commission 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)		YES / NO
OFFICE USE:		
Park detail required? (see detail sheet)	Police detail needed? (631-1212)	Insurance required?
YES / NO	YES / NO	YES / NO
(\$125 per unit)	\$	\$
Detail fee	Usage fee	Other fee
Dates paid and check number(s)		

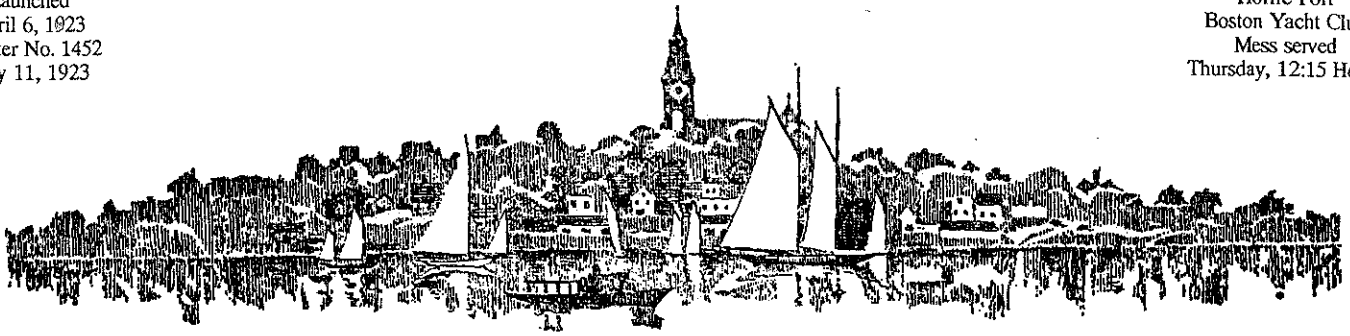

 Signature
Stephen Bach
 Name (Please print clearly)
74 Pitman Rd
 Address
781.631.1187
 Telephone

Approved by: _____
 Superintendent, Recreation & Parks Department

Date _____

Launched
April 6, 1923
Charter No. 1452
May 11, 1923

Home Port
Boston Yacht Club
Mess served
Thursday, 12:15 Hours



ROTARY CLUB OF MARBLEHEAD

"BIRTHPLACE OF THE AMERICAN NAVY"
P.O. Box 1008, Marblehead, MA 01945

June 1, 2010

The Park & Recreation Department
Marblehead Community Center
10 Humphrey Street
Marblehead, MA 01945

To Whom It May Concern:

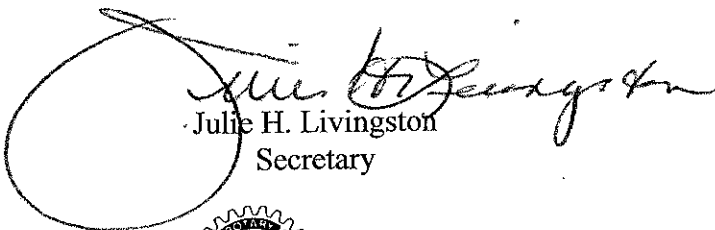
9/12/10 LLC Sunday
The Rotary Club of Marblehead will be sponsoring the Rotary Great Race on Sunday, September 12, 2010, from 11:00 AM to 4:00 PM; with setup, registration and check in starting at 9:00 AM to 11:00 AM; followed by the race, post event and breakdown from 11:00 AM to 4:00 PM. The Race will start and complete at Devereux Beach and will consist of a Water Race (non-motorized) and a Walk around the Neck. Proceeds from the event will benefit the Club's scholarship programs for Marblehead youth.

The post event will be food service and entertainment for participants at Devereux Beach. It is our intent to also hold a raffle at the Beach. Since the date of our event is post beach season, we would request utilization of the main parking lot for offloading of boats and all parking lots for participant parking. We also request that the fee for rental of Devereux Beach be waived.

Rotary International maintains a General Insurance Policy issued by Lockton Companies, LLC of Chicago, IL, that insures All Active United States Rotary Clubs and Districts in the amount of \$1,000,000 per occurrence. I am enclosing a copy of the Certificate for your convenience.

Should you have any specific questions regarding the event, please do not hesitate to contact Lee Creighton at (310) 990-7049. Thank you.

Yours In Rotary Service,


Julie H. Livingston
Secretary



"HOME OF THE SPIRIT OF '76"

"YACHTING CAPITAL OF THE WORLD"

Date of application: June 2, 2010		Name of applicant: St. Stephen's United Methodist Church	
Do you plan on using any structures (Chairs, tables, etc.) at your event? (If yes, PLEASE describe structures and see the note regarding insurance below.)		YES	NO
Day & Date of event: Sunday mornings June 20, 21 July 4, 11, 18, 25 and August 1, 8, 15, 22, 29		Times (up to 3 hours INCLUDING set up and clean up time): 9-9:30 a.m.	
Event description & expected attendance (use next page if needed): Worship service & fellowship time. Up to 25 people. Instruments & group singing			
Facility desired (NOTE: Any seasonal parking fees are NOT included in the permit fee): Garfield Pavilion @ Devereux Beach			
Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (Stramski's) (2 grills in season)
Residents fee:	\$25.00		Wedding ceremonies: Chandler Hovey Park, Crocker Park, Castle Rock \$100.00 No Security deposit required Fees based on request (* see note below); please describe on next page
Residents security deposit:	\$25.00		
Non - residents fee:	\$50.00		
Non - residents security deposit:	\$50.00		
Catered event (Clambake, etc.)	\$2 per person (minimum \$100.00) - \$50 Security Deposit		
Please submit 2 separate checks (The security deposit check will be returned to you after the event.)			
A copy of a standard 1:3 million insurance policy must be filed with the application if any food or alcohol will be served. Applications must be made during the month of May. Only 1 standard application per applicant.			
* Note: special requests will be subject to approval. Cancellations/refunds: request in writing.			
Open fires (bonfires) and alcoholic beverages are prohibited.			
It is expressly understood and agreed that the undersigned hereby assumes full responsibility for the accommodations described above, and further agrees to pay for any damages to the property or the Town of Danvers.			
Request fee waiver(s) due to hardship? (Determined at next Board meeting)			
OFFICE USE:			
Park detail required? (see detail sheet)	Police detail needed? (631-1212)	Insurance required?	
YES NO	YES NO	YES NO	
(\$125 per unit)	\$	\$	
Detail fee	Usage fee	Other fee	
Dates paid and check number(s)			

This is A Band thing.

- 1 Religious
- 2 At Beach
- 3 Parking is an issue.
- 4 9 AM at beach on weekends is when people want to use beach.

the security deposit and fee. was removed from the property)

additional insured is required to be filed with the application if any food or alcohol will be served during the event.

ke 1 - 3 business days to approve. per applicant.

eting for fee amounts and approval.

event (sorry, no "rain out" refunds).

jurisdiction of the Recreation & Park

sion are to be strictly complied with, and on property in consequence of such use of ense to the Town, and the undersigned accommodations requested.

Signature: Cheryl C. Boots

CHERYL C. BOOTS

Name (Please print clearly)

67 Elm St., Marblehead

Address

781-639-4038

Telephone

Date _____

Town of Marblehead Recreation & Parks Department

Application for park permit

Date of application: 5/18/10		Name of applicant: Malden YMCA Camp Badger	
Do you plan on using any structures (Chairs, tables, etc.) at your event? (If yes, PLEASE describe structures and see the note regarding insurance below.)			<input checked="" type="radio"/> YES <input type="radio"/> NO
Date of event: July 6th / Tuesday		Times (up to 3 hours INCLUDING set up and clean up time): 11am - 2pm	
Event description & expected attendance (use next page if needed): Day on the Beach Approx. 40-45 children (ages 7-9) w/5 chaperones: a lifeguard (own)			
Facility desired (NOTE: Any seasonal parking fees are NOT included in the permit fee): n/a → either Devereux Beach			

Facilities:	Devereux beach - barbecue pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (Stramski's) (2 grills in season)	Wedding ceremonies: Chandler Hovey Park, Crocker Park, Castle Rock	Other
Residents fee:		\$25.00		\$100.00 No Security deposit required	Fees based on request (* see note below); please describe on next page
Residents security deposit:		\$25.00			
Non - residents fee:		\$50.00			
Non - residents security deposit:		\$50.00			
Catered event (Clambake, etc.)	\$2 per person (minimum \$100.00) - \$50 Security Deposit				

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 if all trash was removed from the property)

A copy of a standard 1:3 million insurance certificate naming the Town of Marblehead as an additional insured is required to be filed with the application if any furniture or structures (chairs, awnings, etc) are going to be used during the event.

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 will be submitted at the next regular Commissioner's meeting for fee amounts and approval.

Cancellations/refunds: request in writing at least 5 business days before the scheduled event (sorry, no "rain out" refunds).

Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation & Park Department.

I am expressly understood and agreed that the policies of the Recreation & Parks Commission 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)		YES / <input checked="" type="radio"/> NO
OFFICE USE:		
Park detail required? (see detail sheet)	Police detail needed? (631-1212)	Insurance required?
YES / <input checked="" type="radio"/> NO	YES / <input checked="" type="radio"/> NO	YES / NO
(\$125 per unit)	\$	\$
Detail fee	Usage fee	Other fee
Dates paid and check number(s)		

Kathleen Benoit
Signature

Kathleen Benoit / Malden YMCA
Name (Please print clearly)

99 Dartmouth St., Malden, MA
Address 02148

781-324-7680
Telephone

Town of Marblehead Recreation & Parks Department

Application for park permit

Date of application:	5/18/10	Name of applicant:	Malden YMCA Camp Eagle
Do you plan on using any structures (Chairs, tables, etc.) at your event? (If yes, PLEASE describe structures and see the note regarding insurance below.)			YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
Day & Date of event:		Times (up to 3 hours INCLUDING set up and clean up time):	
Friday, August 13		11AM - 2PM	
Event description & expected attendance (use next page if needed):			
Approx. 40 kids (ages 10-13) w/ 5 chaperones: our own life guard			
Facility desired (NOTE: Any seasonal parking fees are NOT included in the permit fee):			
either available			

Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavillion (2 grills in season)	Gerry Playground (Stramski's) (2 grills in season)	Wedding ceremonies: Chandler Hovey Park, Crocker Park, Castle Rock	Other
Residents fee:	\$25.00			\$100.00 No Security deposit required	Fees based on request (* see note below); please describe on next page
Residents security deposit:	\$25.00				
Non - residents fee:	\$50.00				
Non - residents security deposit:	\$50.00				
Catered event (Clambake, etc.)	\$2 per person (minimum \$100.00) - \$50 Security Deposit				

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 if all trash was removed from the property)

A copy of a standard 1:3 million insurance certificate naming the Town of Marblehead as an additional insured is required to be filed with the application if any furniture or structures (chairs, awnings, etc) are going to be used during the event.

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 will be submitted at the next regular Commissioner's meeting for fee amounts and approval.

Cancellations/refunds: request in writing at least 5 business days before the scheduled event (sorry, no "rain out" refunds).

Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation & Park Department.

It is expressly understood and agreed that the policies of the Recreation & Parks Commission 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)		YES / NO
OFFICE USE:		
Park detail required? (see detail sheet)	Police detail needed? (631-1212)	Insurance required?
YES / NO	YES / NO	YES / NO
(\$125 per unit)	\$	\$
Detail fee	Usage fee	Other fee
Dates paid and check number(s)		

Kathleen K.
Signature

Kathleen Behait / Malden YMCA
Name (Please print clearly)

99 Dartmouth St., Malden MA
Address 02148

781-324-7680 x243
Telephone

Approved by:

Superintendent, Recreation & Parks Department

Date

Town of Marblehead Recreation & Parks Department

Application for park permit

date of application:	5/18/10	Name of applicant:	Malden YMCA Camp Eagle
Do you plan on using any structures (Chairs, tables, etc.) at your event? (If yes, PLEASE describe structures and see the note regarding insurance below.)		YES	<input checked="" type="radio"/> NO
& Date of event:	Friday, July 16 th	Times (up to 3 hours INCLUDING set up and clean up time):	
		11am - 2pm	
Event description & expected attendance (use next page if needed):			
Day on the Beach!! Approx. 40 kids w/ 5 chaperones; our own lifeguard (10-13 years old)			
Facility desired (NOTE: Any seasonal parking fees are NOT included in the permit fee):			
either available			

Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach Garfield Pavilion (2 grills in season)	Gerry Playground (Stramski's) (2 grills in season)	Wedding ceremonies: Chandler Hovey Park, Crocker Park, Castle Rock	Other
Residents fee:	\$25.00			\$100.00 No Security deposit required	Fees based on request (* see note below); please describe on next page
Residents security deposit:	\$25.00				
Non - residents fee:	\$50.00				
Non - residents security deposit:	\$50.00				
Catered event Clambake, etc.)	\$2 per person (minimum \$100.00) - \$50 Security Deposit				

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 if all trash was removed from the property)

A copy of a standard 1:3 million insurance certificate naming the Town of Marblehead as an additional insured is required to be filed with the application if any furniture or structures (chairs, awnings, etc) are going to be used during the event.

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 will be submitted at the next regular Commissioner's meeting for fee amounts and approval.

Cancellations/refunds: request in writing at least 5 business days before the scheduled event (sorry, no "rain out" refunds).

Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation & Park Department.

It is expressly understood and agreed that the policies of the Recreation & Parks Commission 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)		YES / NO
OFFICE USE:		
Work detail required? (see detail sheet)	Police detail needed? (631-1212)	Insurance required?
YES / NO	YES / NO	YES / NO
\$125 per unit)	\$	\$
Detail fee	Usage fee	Other fee
Dates paid and check number(s)		

Kathleen Benoit
Signature

Kathleen Benoit / Malden YMCA
Name (Please print clearly)

99 Dartmouth St, Malden, MA
Address

FA-324-7680 x 243
Telephone

Town of Marblehead Recreation & Parks Department

Application for park permit

Date of application: 5/18/10	Name of applicant: Malden YMCA Camp Badger
Do you plan on using any structures (Chairs, tables, etc.) at your event? (If yes, PLEASE describe structures and see the note regarding insurance below.)	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

Date of event: August 16 / Monday	Times (up to 3 hours INCLUDING set up and clean up time): 11am - 3pm
--	---

Event description & expected attendance (use next page if needed): **Day on the Beach**
Approx 40-45 children (ages 7-9) w/5 chaperones : a life guard (our own)

Utility desired (NOTE: Any seasonal parking fees are NOT included in the permit fee):
any available @ the beach

Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (Stramski's) (2 grills in season)	Wedding ceremonies: Chandler Hovey Park, Crocker Park, Castle Rock	Other
Residents fee:		\$25.00		\$100.00 No Security deposit required	Fees based on request (* see note below); please describe on next page
Residents security deposit:		\$25.00			
Non - residents fee:		\$50.00			
Non - residents security deposit:		\$50.00			
Catered event Clambake, etc.)	\$2 per person (minimum \$100.00) - \$50 Security Deposit				

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 if all trash was removed from the property)

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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.

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Cancellations/refunds: request in writing at least 5 business days before the scheduled event (sorry, no "rain out" refunds).

Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation & Park Department.

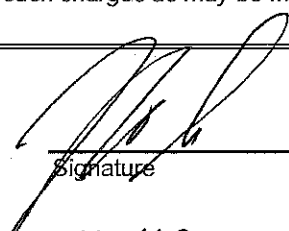
I, the undersigned, expressly understand and agree that the policies of the Recreation & Parks Commission are to be strictly complied with, and that I, the undersigned hereby assumes full responsibility for any damages to or loss of Town property in consequence of such use of the accommodations described 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)	YES / NO
OFFICE USE:	
Police detail required? (see detail sheet)	Police detail needed? (631-1212)
YES / NO	YES / NO
\$125 per unit	\$
Detail fee	Usage fee
Insurance required?	YES / NO
\$	\$
Other fee	\$
Dates paid and check number(s)	

Signature: **Kathleen Benoit**
 Name (Please print clearly): **Kathleen Benoit / Malden YMCA**
 Address: **99 Dartmouth St, Malden, MA 02148**
 Telephone: **781-324-7680 x243**

NON PROFIT (IRS Certified)
Marblehead Community Center rental permit application

Date of application: 5/18/10		Dates of Events (use separate page if needed): SUNDAY JULY 18th 2010 THROUGH SUNDAY JULY 25th	
Days of event (i.e. "1st Tuesday of each month"): MARBLEHEAD RACE WEEK 7-18-10 - 7-25-10			
Times (up to 3 hours, including set up & clean up time):		Name of Group:	
Event description & expected attendance (use separate page if needed): MARBLEHEAD RACE WEEK REGATTA - Trailer Storage			
Room requested:	Dining room	Conference room	Gym (note: no food or beverages allowed)
			Arts & Crafts room
			Game room
			Lobby
FEE:	\$100.00 yearly (meetings)	OR	\$15.50 hourly (gym)
<p>This permit is for non-profit groups DURING REGULAR COMMUNITY CENTER BUSINESS HOURS ONLY:</p> <p>Permit is good for up to 3 hours of use (including set up/clean up) 3 PM - 9:45 PM Mondays - Thursdays and 3 PM - 5 PM on Fridays. Events scheduled for weekends or other times the Community Center is closed <i>is considered a regular rental of the facility and requires a separate application.</i></p> <p>Gym rental is approved on a case by case basis.</p> <p>Meetings: permit is good for up to one meeting a week for no more than one calendar year.</p> <p>Special requests are considered by the Commission at their next regular meeting.</p> <p>Open fires (bonfires) and alcoholic beverages are prohibited on any properties under the jurisdiction of the Recreation & Parks Department.</p> <p><i>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.</i></p>			
Request fee waiver(s) due to hardship? (Determined at next Board meeting)		YES / NO	
OFFICE USE:			
Park detail required? (see detail sheet)	Special staffing required?	Insurance required?	
YES / NO	YES / NO	YES / NO	
(\$125 per unit)	(\$75 minimum)	\$	
Detail fee	Staff Fee	Usage fee	
Dates paid and check number(s)			


 Signature
MICHAEL SMITH
 Name (Please print clearly)
EASTERN YACHT CLUB
47 FOSTER STREET
 Address
781-631-4059
 Telephone

(Continued on next page)

Chuck's list: Marblehead Rec and Park's Nyren shares hopes for new term

By Nikki Gamer / ngamer@cnc.com

Marblehead Reporter

Posted May 20, 2010 @ 02:45 PM

Marblehead — Marblehead Recreation and Parks Commission member Chuck Nyren, the only newcomer to the board this past year, is just starting his second term in office, having been elected in an uncontested race with his four fellow commissioners.

However, he's already looking ahead at tackling some issues for the coming year, which he compiled in a list that he handed out at the board's most recent meeting.

On that list were many improvements relating to some of the town's non-athletic-field properties.

Nyren recently answered some questions about his list, his work with the board, and his hopes going forward.

Q: Why put this list together?

The list I prepared was a list of items that were unofficially tabled... While we are uncontested in the election, we nevertheless are a new board, and I wanted to make sure that these previously discussed items would come back to the front burner.

Q: What do you think of as top priorities for the board in the near future?

There are several items relating to passive-parks (non-playing fields) improvement. A defined program for ongoing care of these parks is necessary.

Q: After a year of serving on the board, what is something you think you've helped accomplish?

Modernizing the Crocker Park restrooms certainly will be the most visible achievement.

After being designated along with Linda Rice-Collins as a subcommittee to look at Crocker Park specifically, I feel we were able to bring into focus the condition of all of our beautiful parks. The Commission as a result has begun taking positive steps using available contributed funds. The scope of work, particularly Crocker, Fountain and Chandler Hovey, is extensive and will require additional public financial support.

A designated line item has been created in our budget so that gifts can be deposited with direct accountability.

Q: What do you think has been the most challenging part of your last year in office?

Getting attention drawn to the non-playing fields, to bring them up to the standards that befits their beauty and history, we have committed to utilize our limited existing donated funds and hopefully future donations to bring these properties up to standards that are on a par with other fine parks around the country.

Q: What do you hope for going forward?

I would like to see us (the commissioners and staff) create local participation in a spring and a fall public park appreciation day. These days of two or more hours of volunteer participation could utilize community volunteers to come together to aid in upkeep that is essential on a regular periodic basis and is beyond the ability of our limited staff to keep up. I would welcome anyone who considers themselves a community organizer to contact me in creating this effort.

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Comments (0)

Login or register to post a comment:

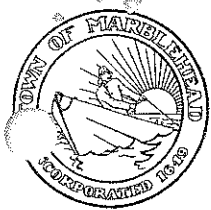
Login

Username:

April 27, 2010

Open items going forth into next term

- Contract for Crocker Park pier head project
- Contract for Crocker Park Restroom improvements
- Designation of trial location for Handicap Parking Crocker Park
- Open house Vine Street facility
- Park bench, gazebo, restroom and pavilion painting (on going program), all parks and Community Center
- Community center park bench (in need of new planks)
- Committee of experts Pond treatment possibilities
- Janitorial solutions for Community Center
- Park Service date, National in August, Mass in April which one?
- Japanese Bamboo vinegar treatment Crocker park
- Crab grass, Header Haven
- Removal unsafe materials Header Haven
- Roof Leak Stramsky garage
- Scrap metal removal Seaside, Devereaux, Vine Street, etc.
- Fountain Park improvements
- Chandler Hovey improvements
- Trash barrel appearance/upgrading



TOWN OF MARBLEHEAD
Recreation, Parks & Forestry
Department



SUBJECT: Updated policies regarding Floats, Boats, and trailer storage and parking.

Note: These policies were approved in the regular meeting on October 4, 2005 and may be modified as needed by the Commission. These policies apply to ALL parties equally. Space is limited so permits will be issued as follows: (a) Town of Marblehead residents on a first come first served basis; (b) Non-residents on a case by case evaluation. All fees are based on fair market value. All permits may be obtained at the Recreation, Parks, & Forestry office, 10 Humphrey Street, Marblehead, MA.

1) Storing a float:

- a) Price for the current year is: Longest length X Widest width X \$1.25.
- b) Department permit(s) **MUST** be paid before any float can be stored on Town property.
- c) Per Board of Selectmen: Floats cannot have any visible advertising displayed while stored.
- d) Per Board of Health and Conservation Commission: Any floats with fuel or waste storage tanks cannot be stored on Town property.
- e) Floats cannot be stored before the Wednesday after Labor Day.
- f) Floats **MUST** be off the property by close of business on May 15th (or the following Monday if 15 May is on a weekend). Non-compliance will lead to the following penalties:
 - i) \$100.00 a day storage penalty fee after the 1st of June.
 - ii) Removal and impoundment of float at OWNERS expense until all fines are paid.
 - iii) Denial of future storage privileges on Town property.
- g) Any qualified company may move & store a float once a permit is obtained; however, placement of float **MUST** be coordinated with the Department's designated property caretaker.
- h) All floats **MUST** have the Owner's name in 3" letters on the deck edge on one end of the float. Any unmarked floats will be considered illegally stored and consequently impounded.

R.T. HAMOND
SUPERINTENDENT

C. MICHAEL LANE
RECREATION SUPERVISOR

MARBLEHEAD COMMUNITY CENTER

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420

2) Building and maintenance of floats:

NOTE: All maintenance and construction of floats MUST be in compliance with the Town's Conservation Commission's policies regarding protection of wetlands. Area must be completely free of all debris after float is launched.

a) OWNER'S RESPONSIBILITY:

- i) Construction space to build a float must be obtained by the OWNER by permit using the same guidelines as storing a float.
- ii) If OWNER has an existing float at the storage facility and is building a replacement, the existing float must first be removed from the property before any new construction begins UNLESS a separate permit to lease space is obtained.

b) BUILDER'S RESPONSIBILITY:

- i) A \$250.00 PER FLOAT building permit must be obtained by the builder.
- ii) If a shelter is to be erected for construction (such as a Quonset hut) a fee of \$500.00 will be assessed.

3) Storage of boats, trailers, prams, and wind surfers:

a) WINTER BOAT STORAGE:

- i) Price for the current year is: \$25.00 a foot.
- ii) Permit **MUST** be paid before anything may be stored on Town property.
- iii) Boats cannot be stored before the Wednesday after Labor Day.
- iv) Boats **MUST** be off the property by close of business on May 15th (or the following Monday if 15 May is on a weekend). Non-compliance will lead to the following penalties:
 - (1) \$100.00 a day storage penalty fee after the 1st of June.
 - (2) Removal and impoundment of boat at OWNERS expense until all fines are paid.
 - (3) Denial of future storage privileges on Town property.

b) SUMMER STORAGE OF VESSELS SUCH AS BOATS, KAYAKS, AND PRAMS UNDER 12' OR WIND SURFERS:

- i) Price for the current year is \$100.00 for the season.
- ii) Permit **MUST** be paid before anything may be stored on Town property.
- iii) Vessels must be PROPERLY stored in designated areas (racks or marked areas).
- iv) Vessels cannot be stored before 1 May.
- v) Vessels **MUST** be off Town property **before close of business on November 1st**. Non-compliance will lead to the following penalties:
 - (1) \$100.00 a day storage penalty fee.
 - (2) Removal and impoundment of vessel at OWNERS expense until all fines are paid.
 - (3) Denial of future storage privileges on Town property.
- vi) All vessels **MUST** display a current storage sticker (obtained with the permit). Any unmarked vessel will be considered illegally stored and consequently impounded.

4) **BOAT TRAILER PARKING:**

- a) Boat trailers may park at Riverhead Beach for a **24 hour period** at no cost from 15 May until the Tuesday following Labor Day for the use of the public boat ramp.
- b) Trailers must be legally parked in designated areas and have legally registered license plates and name on trailer.
- c) Any trailer left longer than 24 hours will be impounded and subject to the following penalties:
 - i) \$100.00 a day storage penalty fee.
 - ii) Removal and impoundment of trailer at OWNERS expense until all fines are paid.
 - iii) Denial of future storage privileges on Town property.
- d) Requests for trailer parking longer than 24 hours must be made in writing and sent to the Recreation, Parks, & Forestry Department for review. Permission and fees will be assessed on a case by case basis.
- e) Yacht Clubs or other large groups planning large events such as regattas and wishing to park trailers for the duration of the event must submit a request in writing, will be charged \$150.00, and must coordinate the parking with the designated property caretaker.