

# TOWN OF MARBLEHEAD

## Recreation & Parks Department



### Recreation and Parks Meeting Minutes

10-05-10

**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) **Called to order:** 10-05-10 at 7:30 P.M.
- 2) **Attendance:**
  - a) Present (constituting a quorum): Chip, Derek, Linda, Sam, and Chuck.
  - b) Absent: none.
- 3) **Approval of Minutes:** **Motion** made and seconded (Sam, Chuck) to approve the minutes of the 9/21/10 meeting; all in favor.
- 4) **Appearance:**

**Toby Reiley** appeared to discuss upcoming events at the Orne rink to include preliminary planning of the "Bud Cup" and plans to address the following 4 issues:

1. Repairs/re-surfacing around the zamboni door to raise the threshold and prevent water damming.
2. Lower the grade of the crushed stone path outside the doors 1-4 inches for better drainage.
3. Paint the surface of the rink with a thin coating of white latex to help prevent ice melt.
4. Install/repair fencing and safety netting to catch pucks; either telephone poles or longer fence posts for netting.

Discussion included Board's concerns to ensure non-leaded paint is used and the paint's effect on the slickness of the surface; and the instillation of telephone poles or extended fence poles for the netting. After discussion, the following actions were decided and are to be coordinated through Brendan:

1. Board agreeable to the repairs/re-grading of the surface around the zamboni doors and the stone path.
2. Painting: Need to ensure paint is non-leaded and a test "patch" is done first to ensure surface does not become a slipping hazard.
3. If the Light Department determines there is too much ledge to install telephone poles then the extended fence poles to hold the netting will be required.
4. **Motion** made and seconded (Derek, Chuck) to approve the plans for the "Annual Bud Cup" tournament on a date to be determined between 1/15/11 and 2/15/11 subject to the receipt of a proper permit application and proof of insurance; all in favor. Brendan will check to see about insurance coverage through the Town.

5) **Reports: see attached. Addendum:**

- a) Mike's: No addendum.
- b) Brendan's:
  - i) Fountain Park pamphlet distributed (attached). Trim easement details being coordinated at Abbot Hall.
  - ii) Seaside Flag Pole: After discussion, **Motion** made and seconded (Chuck, Sam) authorizing Brendan to coordinate with the Shattuck Fund the purchase and installation of a 70 foot aluminum flag pole with internal halyard and appropriate lighting; all in favor (estimates attached).
  - iii) Memorial Park: Board requested Brendan draft a letter with the requested "wish list" of suggested improvements at Memorial Park to include a wrought iron fence with 3 entrances set in granite curbing and removal of the perimeter shrubs, with the design and implementation done by a professional landscaping company.

MARBLEHEAD COMMUNITY CENTER

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

www.marblehead.org

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420

6) **Discussion:**

- a) Fall Clean up: Crew is still cutting grass and lining fields for the fall athletic programs; leaves have not yet begun to fall in any significant amounts so far.
- b) Flag Pole – Seaside Park: see Brendan's report.

7) **Old business:**

- a) Mike's retirement: Town will not be pursuing the early retirement legislation discussed at the 8/4/10 meeting. Board asked Brendan to check with Retirement office regarding Mike's other options.
- b) Linda:
  - i) Summer Movie nights: any progress made? Brendan and Mike looked into it and discovered costs for equipment and licensing is prohibitive; Brendan will check and see if it's possible to be done with an outside vendor.
  - ii) Holly Hannaway: still interested in helping with programs at the Hamond Center.
  - iii) Field closures: Linda not happy that all fields were closed due to the weather on Monday; wants to see fields evaluated on a case by case basis. Brendan will coordinate with the new A.D.

8) **New business:**

- a) Correspondence (see attached):
  - i) To be decided:
    - (1) Marblehead Marine request: **Motion** made and seconded (Linda, Chuck) to approve with the same requirements as last year and subject to the receipt of a permit application, proof of insurance, and payment; all in favor.
    - (2) Mass Audubon request: Discussion of rental fees, possible services provided by Audubon for Department programs, and future plans for the Hamond Center. After discussion, request was tabled until Thursday night so Chip can report on his discussions with an Audubon representative.
  - ii) FYI: (No actions required): Cycle of life letter; WPA Form 1
  - iii) Sam: Inquired about Flu clinics; flyer provided (attached).

9) **Timekeeping/Scheduling:**

- a) 9:00 PM: Motion made and seconded (Sam, Linda) to extend the meeting 15 minutes; all in favor.
- b) 9:15 PM: Meeting adjourned.
- c) Next meeting scheduled: Thursday October 7, 2010 at 7:30 PM in the Marblehead Community Center.

**Respectfully submitted: Ric Reynolds, Department Clerk**

*Attachments:*

- *Notice of meeting/agenda*
- *Recreation Supervisor's report*
- *Superintendents report*
  - *Fountain Park project pamphlet*
  - *Accent banner quotes*
- *Correspondence:*
  - *Marblehead Marine request*
  - *Mass Audubon request*
  - *Letter – Cycle for Life*
  - *WPA Form 1*
- *Flu Clinic information*



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: 10 Humphrey St., Marblehead, Ma Room: Conference

<u>Tuesday</u>	<u>October</u>	<u>5</u>	<u>2010</u>	<u>07:30 PM</u>
Day of week	Month	Date	Year	Time

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

Approval of minutes from previous meeting – September 21, 2010

7:30 Toby Reiley

Reports: Superintendent Brendan Egan and Assistant Superintendent C Michael Lane

Discussion:

1. Fall Cleanup
2. Flag Pole - Seaside Park

Old Business Discussion

New Business Discussion

Next Meeting: October 19, 2010 7:30 p.m.

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: October 1, 2010

# Assistant Superintendent/Director of Recreation Report

## October 5, 2010

### RECREATION

A new program has been scheduled to begin on October 27th. **OVERVIEW OF BROADCAST COMMUNICATION** will be offered with Young Broadcasters of America. YBA contacted me and I arranged using the **MHTV** facility for the program. This program is currently offered in several South Shore towns. Our annual **Halloween Home Decorating contest** will be held the week before Halloween and has been advertised this week. Finally I have had discussions with the **MHS Girls Soccer Coach** about coming on board with us in the **Magicians Sports Clinics** for summer 2011. I have a meeting scheduled with her tomorrow to finalize these plans. In the past there has been no interest among the soccer coaches mainly because they did not work for the Town and did not have the time. **The Touch A Truck** event was held last Sunday and was a large success. Special thanks to the Marblehead Family Fund, the Highway, Tree, Police, Electric and Fire Departments as well as Bob Donovan for all their help. The **Breast Friends Walk** was held at Devereux Beach last Sunday and Carol Smith wanted her thanks and appreciation to be heard.

### BEACH

I continue to open and clean the restrooms daily as well as litter patrol at the beach. A **BIG BELLY** trash compactor and recycle trash bin were donated to the Town by **Phil Helms**. Greg, Bobby and I assembled them at the beach and for now they are in the paved area next to the start of the wall. We will remove them after the weather turns. Our **Precision fleet** is just about finished for the fall work. This week I plan to meet the Maint. Staff and place the fleet on blocks and cover the centerboard areas. There are some needed repairs which will have to wait until spring however I plan to purchase the supplies now to have ready. I never heard back from the Corinthian Sailing Fleet regarding this purchase and funding.

**Recreation Commission Meeting  
October 5, 2010  
Superintendent's Report**

**Crocker Park**

The Request for Bids has gone out for the Crocker Park pier head project and is due back October 6, 2010. I have scheduled a meeting for Thursday, October 7, 2010 at 7:30 p.m. to go over any bids received.

**Fountain Park**

Jessica Barnett, President of the Rotary Club of Marblehead Harbor, has been working hard on promoting the Fountain Park project and has put out a pamphlet, please see the pamphlet.

**Flag Pole Work**

Doug Gordon and the Tree Department removed the flag pole at Seaside Park on Friday, October 1, 2010. I have received prices for a new flag pole and installation. The Shattuck Fund has been approached about paying for the new flag pole and the initial response has been positive. The cost for a 60' aluminum flag pole with internal halyard, 10' butt with white powder coat would be \$8,200. The same pole with an external halyard would be \$7,200. I am waiting on the final cost of installation. I would not recommend going above 60'. This is the top height a town truck can reach in case the flagpole needs repair.

**Memorial Park**

I have been asked by Becky Curran to get input from this commission on improvements to Memorial Park for the developer of the former YMCA. Any input the commission has should be put into a letter and given to the planning board for their consideration.

**Park 5**

The final invoice for Park 5 is: \$3,722.92. I have talked with Tony about paying for some of the repairs out of his budget and he has agreed to pay \$1,722.92 and we will pay the remaining \$2,000 out of our budget.

**Seaside Park**

On Saturday, October 2 the Marblehead Conservancy Trails Committee worked with Troop 79 on the trails at Seaside Park. The groups worked together to cut invasive oriental bittersweet and multiflora rose which has been invading the trails at Seaside Park.

**Facility Rental**

Ric put together a chart of current facility users who rent rooms on a yearly basis. The \$100 a year for up to 1 meeting a week breaks down to \$1.93 a week. If they don't meet in July or August it breaks down to \$2.00 a week. If they only meet once a month it breaks down to \$8.34 a meeting. I think the current rate schedule is pretty fair.

**New Business:**

1. Jim Harshbarger – 101 Harbor Ave. would like to be put on the October 19, 2010 agenda to discuss maintenance, safety and other issues at Chandler Hovey.

*Here's how you can  
help preserve one of  
Marblehead's  
historically significant parks...*

1. Volunteer to help.

Contact Jessica Barnett,  
2010-2011 President of  
The Rotary Club of  
Marblehead Harbor,  
781-639-0624 or  
jdharbar@comcast.net,  
for more information.

2. Make a donation.

Make your check payable to

The Rotary Club of  
Marblehead Harbor

and write

"Fountain Park Project"

in the memo line.

Send your contribution to RCoMH

PO Box 941

Marblehead, MA 01945.

The Rotary Club of

Marblehead Harbor is a tax exempt

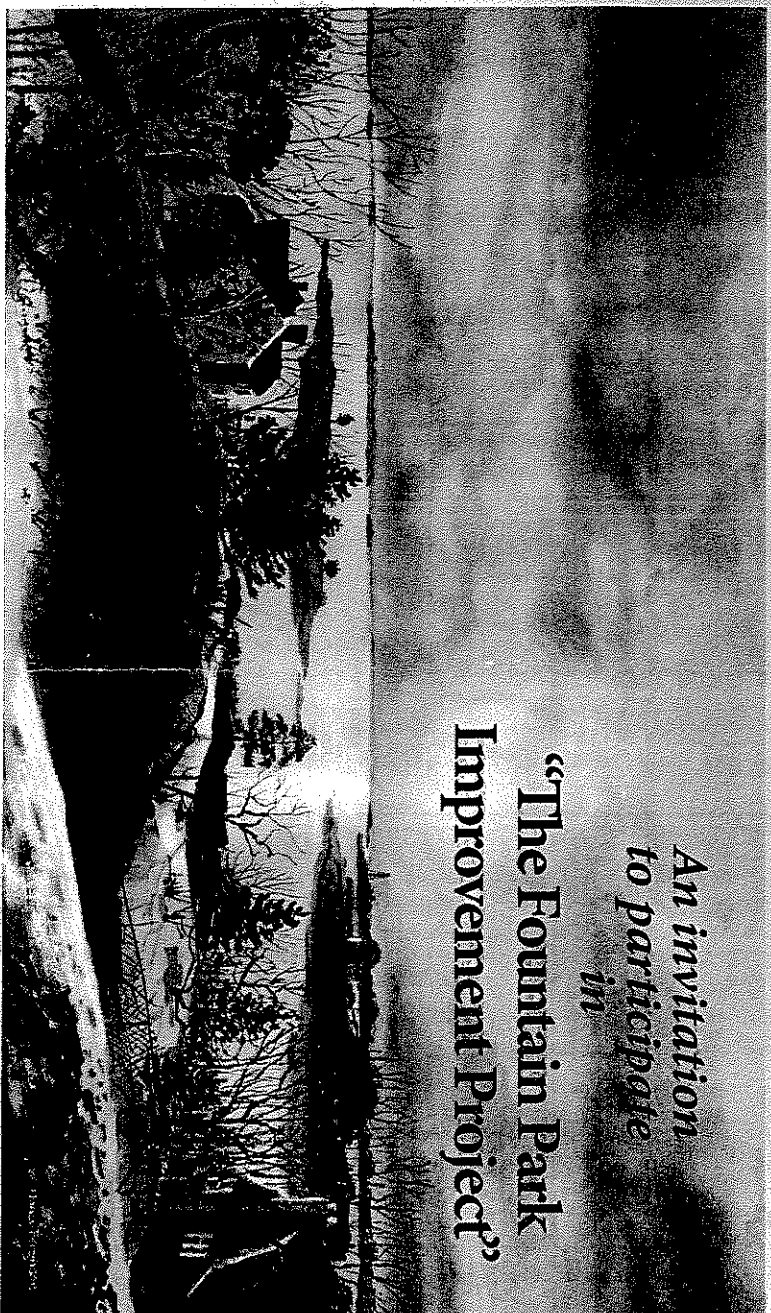
501(c)3. All donations are tax

deductible. And all donations will be

acknowledged and applied in their

entirety to The Fountain Park

Improvement Project.



*An invitation  
to participate  
in*

## **"The Fountain Park Improvement Project"**

**Volunteers and Donations welcome!**

**Saturday and Sunday**

**October 16 and 17**

**8 a.m. to 2 p.m.**

**Raindates:**

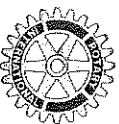
**October 23 and 24**

**Sponsored by**

**The Rotary Club of  
Marblehead Harbor**

**in cooperation with**

**The Marblehead Recreation and  
Parks Department**



The Rotary Club of Marblehead Harbor's membership is comprised of business people and professionals who seek to build a better world of understanding and peace through the service activities of individual members, groups or the total membership, while embodying the highest ethical standards and the Rotary "Four Way Test." Visit [www.rcomh.org](http://www.rcomh.org) for more information.

For more information about

The Marblehead Recreation and Parks Department,  
visit [www.marblehead.com](http://www.marblehead.com).

Original watercolor of the view from Fountain Park,

titled "Gerry Island Sunrise,"

by Nancy Ferguson,

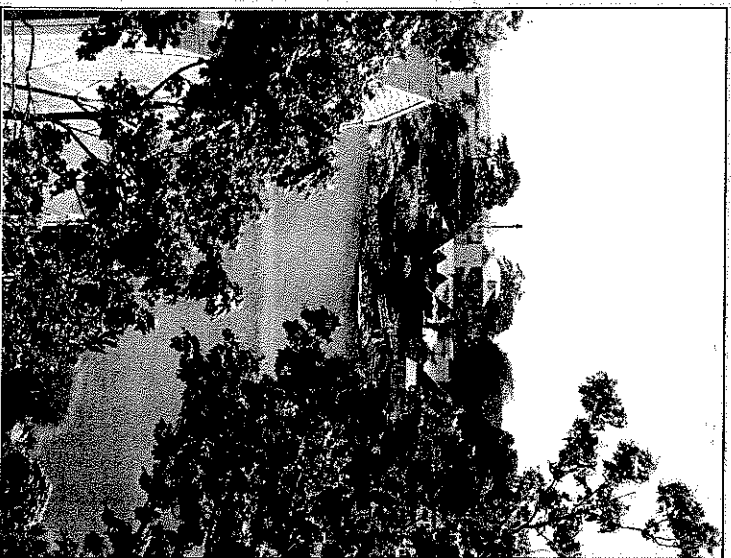
member of The Rotary Club of Marblehead Harbor.

Photos of Fountain Park by John Williams, Past  
President of The Rotary Club of Marblehead Harbor.

## Fountain Park... The Historic Significance

Fountain Park, at one time known as Bailey's Head, was the site of a fort during the Revolutionary War and later the War of 1812 when it was called Fort Washington. In 1888, the land was donated to the inhabitants of Marblehead by James J.H. Gregory, who, among his many gifts, also gave the Town the bell in the tower of Abbot Hall. Fountain Park is located on Orne Street, opposite Old Burial Hill.

*"In 1909, Historian Nathan Sanborn rhapsodized about the view from this area, 'It is as grand and beautiful an outlook as ever came within the range of mortal vision.'"*



## The Scope and Cost of the Project

Rotarians Tim Havens of RC Havens and Sons, Inc., and Robert A. Erbeta of Management Design Associates will be providing leadership for the project in cooperation with Brendan Egan, Superintendent of the Marblehead Recreation and Parks Department.

The scope of this project includes the freshening of six memorial park benches and re-roofing the pavilion to protect them before weather, and additional wear and tear cause more extensive damage.

### • **The Benches: Funding Completed**

There are seven benches in the park given in honor of Jane Pearce Bauer, Richard Thorndike Hildreth, Gerald "Tex" Livingston, Margaret Marini-Sears, William F. McLaughlin, Francisco Monnar, and Judith C. Skinner.

The newest bench requires only minor cleaning. However, six of the benches have been worn by weather and the elements, and have graffiti carved into them. These will need extensive sanding and re-staining.

Steps to refurbish the benches include the careful removal of the plaques for cleaning; taping and protecting the metal elements; careful sanding of the wood, two coats of stain, and returning the plaques to their rightful places.

The estimated cost for refurbishing the benches is approximately \$150 for the materials and supplies. This money has already been raised through contributions of the patrons of The Farmers Market on September 4, 2010 to the Rotary Club of Marblehead Harbor.

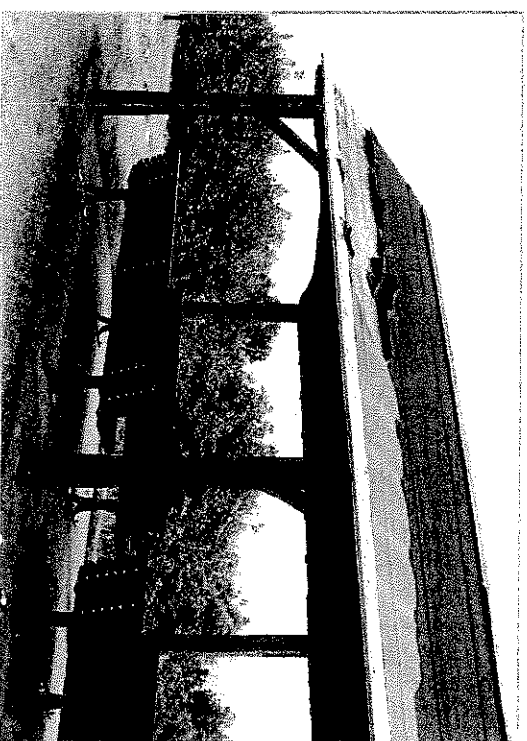
### • **The Pavilion: 70 percent raised**

The pavilion roof is in poor condition and will need to be entirely replaced both for aesthetic reasons and to protect the structure. The cost to re-roof the pavilion is estimated at between \$2,000 to \$2,250.

What remains of the existing roof will be completely removed. The new roof will be architectural grade shingle.

In August 2010, the Rotary Club of Marblehead Harbor pledged \$1,125 as a lead contribution toward the project with the hope that the community would also invest in this effort to maintain one of Marblehead's historic and beautiful parks.

In September, the Old Marblehead Improvement Association voted to make a \$500 contribution toward the project. And, an additional \$250 has been pledged by a private individual.



## Accent Banner – Quote

Date: 9/21/10

Contact: Greg Cook

To: Marblehead Recreation and Parks Department

Contact: Brendan Egan

Ph: 781-631-3350

Fax: 781-639-3420

Thank you for contacting Accent Banner for your flagpole project. Below is the pricing information that you requested.

Job Description: 60' Flagpole Options

Quantity	Item	Description	Unit Price	Extended
1	Fiberglass Pole	60' Fiberglass External Halyard Flagpole. 10.5" butt, White	6600.00	6600.00
1	Fiberglass Pole	60' Fiberglass Internal Halyard Flagpole. 10.5" butt, White	7958.00	7958.00
1	Aluminum Pole	60' Aluminum External Halyard Flagpole 10" butt w/ White Powder coat	7200.00	7200.00
1	Aluminum Pole	60' Aluminum Internal Halyard Flagpole 10" butt w/ White Powder coat	8200.00	8200.00
			<b>Total</b>	

Note: Shipping is not included in these prices but can be assumed at \$350.00.

Cleat boxes and halyard covers should be added to the external flagpoles for flag security.

<b>Sub-Total</b>	
<b>Tax</b>	
<b>Freight</b>	
<b>Grand Total</b>	

Quote Accepted by: \_\_\_\_\_  
Signature

- Shipping point is FOB.
- Quote expires after 30 calendar days.

407 Rear Mystic Ave. Suite 25 Medford, MA 02155 Phone: 781-391-7300 / Fax: 781-391-6730



## Accent Banner – Quote

**Date:** 9/21/10

**Contact:** Greg Cook

**To:** Marblehead Recreation and Parks Department

**Contact:** Brendan Egan

**Ph:** 781-631-3350

**Fax:** 781-639-3420

Thank you for contacting Accent Banner for your flagpole project. Below is the pricing information that you requested.

**Job Description:** 70' Aluminum Flagpole

Quantity	Item	Description	Unit Price	Extended
1	Alum Pole	70' Aluminum External Halyard Flagpole w/ White Powder Coat. Includes Halyard, Snap Hooks, Gold Ball, Single Revolving Truck, Cast Aluminum Cleat and Ground Sleeve Mounting	11,040.00	11,040.00
			<b>Total</b>	<b>11,040.00</b>

Note: This product does not come with the cleat box and halyard cover that we discussed for the other pole. Please see other quotation for pricing of additional items. Installation is additional.

<b>Sub-Total</b>	<b>11,040.00</b>
<b>Tax</b>	<b>TBD</b>
<b>Freight</b>	<b>350.00</b>
<b>Grand Total</b>	<b>11,390.00</b>

Quote Accepted by: \_\_\_\_\_  
Signature

- Shipping point is FOB.
- Quote expires after 30 calendar days.

407 Rear Mystic Ave. Suite 25 Medford, MA 02155 Phone: 781-391-7300 / Fax: 781-391-6730

# MARBLEHEAD MARINE CONSTRUCTION INC.

MARINE CONTRACTING

P.O. BOX 841 • MARBLEHEAD, MA 01945-0841

E-Mail: MheadMarine@aol.com TEL: 781-631-5280

FAX: 781-639-5039

Town of Marblehead  
Commissioners Parks & Recreation  
C/o Mike Lane  
10 Humphrey St.  
Marblehead, MA 01945

October 4, 2010

Re; Quonset hut at Ushers Winter 2010/2011.

We are asking permission to assemble the Quonset hut that we had last year at Ushers? It made our repairs & construction to the floats to continue during the winds, rain & snow last winter.

We would like to thank you at this time for the opportunity to have it last year and hope you will give us permission to have it again this year.

Sincerely

  
David L. Haley

Approved -

- Same conditions as last year:

① \$500.00 Fee

② Proof of insurance

③ Permit dates: Nov 1 - Jun 1

④ Complete Permit application, Fee, + proof of insurance needed to approve.

# Town of Marblehead Recreation & Parks Department

## Application for park permit

Date of application: <b>Oct. 1, 2010</b>		Name of applicant: <b>Mass Audubon - Ipswich River WS</b>			
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"/> <b>YES</b>	<input type="radio"/> <b>NO</b>	
Day & Date of event: <b>3 Weeks July 11-29</b>		Times (up to 3 hours INCLUDING set up and clean up time): <b>Mon-Fri 8:30 am. to 4:00 pm.</b>			
Event description & expected attendance (use next page if needed): <b>Day Camp Program - 45 campers and 3 staff</b>					
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			<b>\$100.00</b> 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				
<p><b>Please submit 2 separate checks made out to "The Town of Marblehead" for the security deposit and fee.</b>          (The security deposit check will be destroyed once the area is checked if all trash was removed from the property)</p> <p><sup>A</sup> copy of a standard 1:3 million insurance certificate naming the Town of Marblehead as an additional insured is required to be filed  <b>with the application</b> if any furniture or structures (chairs, awnings, etc) are going to be used during the event.</p> <p>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.</p> <p><b>* Note: special requests will be submitted at the next regular Commissioner's meeting for fee amounts and approval.</b></p> <p>Cancellations/refunds: request in writing at least 5 business days before the scheduled event (sorry, no "rain out" refunds).</p> <p><b>Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation &amp; Park Department.</b></p> <p><i>It is expressly understood and agreed that the policies of the Recreation &amp; 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.</i></p>					
Request fee waiver(s) due to hardship? (Determined at next Board meeting)		YES / NO			
<b>OFFICE USE:</b>					
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)					

Scott Santino

Signature

Scott Santino

Name (Please print clearly)

87 Perkins Row, Topsfield

Address

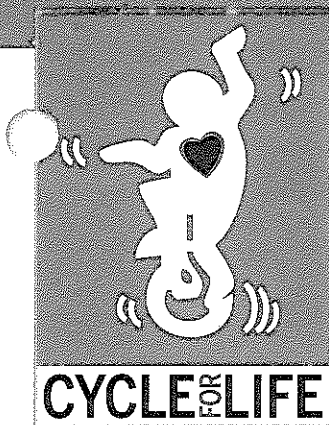
(978) 887-9264

Telephone

Approved by:

Superintendent, Recreation & Parks Department

Date



[cycleforlife.com](http://cycleforlife.com)

September 15, 2010

Mr. Brendan Egan  
Director of Recreation  
Marblehead Parks and Recreation  
10 Humphrey Street  
Marblehead, MA 01945

Dear Mr. Egan,

Your compassion and generosity helped make the 14th annual Cycle for Life a remarkable success. With 300 riders and nearly \$167,000 raised to date, we are on our way to another record-breaking year!

We'd like to extend our thanks to Marblehead Parks and Recreation for the use of Devereux Beach and the streets of Marblehead. Our riders had an exceptional day and enjoyed the route immensely. Funds raised by our riders support the Child Life Program at Floating Hospital for Children's Cancer Center. Our Child Life Specialists work to make life as close to normal as possible for our young patients undergoing treatment by helping them with schoolwork, creating arts and crafts projects, playing games, taking them on field trips and staffing the playroom. The program provides patients and their families with a warm, friendly environment in which difficult therapy can be administered with minimal disruption to their lives. Your support of the Child Life Program helps kids feel more like kids, not just patients.

Thank you again for your support. If you have any questions, please contact Melanie Heazel at 617-636-4870 or [mheazel@tuftsmedicalcenter.org](mailto:mheazel@tuftsmedicalcenter.org).

With great appreciation,

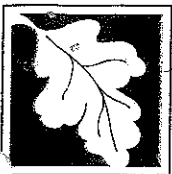
Catherine B. Squires, CFRE  
Vice President for Development

P.S. In-kind gifts are tax deductible to the fullest extent of the law, and it is your responsibility to ascertain and document the value of the item. Items over \$5,000 in value may require a qualified appraisal; please check with your own tax professional. Purchase receipts and other like documentation normally suffice for items of lesser value. The following IRS publication may also be helpful:  
<http://www.irs.gov/pub/irs-pdf/p561.pdf>.

Floating Hospital  
for Children  
at **Tufts** Medical  
Center

800 Washington Street, #231  
Boston, Massachusetts 02111  
T 617 636-7656  
F 617 636-7659

[floatinghospital.org/give](http://floatinghospital.org/give)



Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands

15  
Marblehead  
City/Town

**WPA Form 1- Request for Determination of Applicability**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

**A. General Information**

**Important:**  
When filling out  
forms on the  
computer, use  
only the tab key  
to move your  
cursor - do not  
use the return  
key.



1. Applicant:

James & Amy Hourihan

hourihan@acmepacket.com

Name

E-Mail Address

8 Fort Sewall Lane

Mailing Address

Marblehead

MA

01945

City/Town

State

Zip Code

978-766-6665

Phone Number

Fax Number (if applicable)

2. Representative (if any):

Firm

Contact Name

E-Mail Address

Mailing Address

City/Town

State

Zip Code

Phone Number

Fax Number (if applicable)

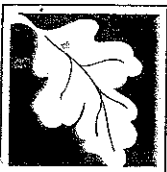
**B. Determinations**

1. I request the Marblehead make the following determination(s). Check any that apply:  
Conservation Commission

- ☐ a. whether the **area** depicted on plan(s) and/or map(s) referenced below is an area subject to jurisdiction of the Wetlands Protection Act.
- ☐ b. whether the **boundaries** of resource area(s) depicted on plan(s) and/or map(s) referenced below are accurately delineated.
- ☒ c. whether the **work** depicted on plan(s) referenced below is subject to the Wetlands Protection Act.
- ☐ d. whether the area and/or work depicted on plan(s) referenced below is subject to the jurisdiction of any **municipal wetlands ordinance** or **bylaw** of:

Name of Municipality

- ☐ e. whether the following **scope of alternatives** is adequate for work in the Riverfront Area as depicted on referenced plan(s).



**WPA Form 1- Request for Determination of Applicability**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

**C. Project Description**

1. a. Project Location (use maps and plans to identify the location of the area subject to this request):

8 Fort Sewall Lane

Street Address

168

Assessors Map/Plat Number

Marblehead

City/Town

10

Parcel/Lot Number

- b. Area Description (use additional paper, if necessary):

See attached

- c. Plan and/or Map Reference(s):

See attached

Title

Date

Title

Date

Title

Date

2. a. Work Description (use additional paper and/or provide plan(s) of work, if necessary):

See attached

## C. Project Description

### 1.a. Project Location

8 Fort Sewall Lane  
Marblehead, MA  
Assessors Map 168 Parcel 10

### 1.b. Area Description

8 Fort Sewall is property adjacent to the northwest side of Fort Sewall. It is separated from nearest Coastal Bank boundary by residence at 7 Fort Sewall Lane and Fort Sewall Lane itself. A stonewall serves as 8 Fort Sewall Lane boundary to the Lane itself. The property rises above the Lane and the Fort.

### 1.c. Plan and/or Map References

E-1 Plot plan with building improvement areas highlighted  
E-2 Plot plan with hardscape and building improvement detail

### 2.a. Work Description

The project includes a collection of hardscape and building improvements:

#### 1. Driveway

- Replace deteriorated concrete and asphalt driveway with cobblestones and asphalt
- Replace short concrete wall at garage with stone wall matching stone wall bordering Ft. Sewall Lane
- The lower section of driveway toward Ft. Sewall Lane extends into 25' No Disturb and 50' No Build Zone. Nearly all work is inside the 100' Buffer Zone

#### 2. Front steps to house and walkway on south side

- Add new wood steps with railing leading up to front porch landing to main front door
- Add brick walkway with granite steps from new stone wall to new front steps
- This work is outside the 25' No Disturb Zone but inside the 50' No Build Zone

#### 3. Covered steps and landing with brick walkway on northwest side

- Replace current landing and steps and new landing and steps covered by extension of existing porch roof
- Add brick walkway to steps & landing to side door
- This work is outside the 50' No Build Zone but inside the 100' Buffer Zone

#### 4. Small single story addition with small porch above on north side

- This work is outside the 50' No Build Zone but inside the 100' Buffer Zone

#### 5. Rear patio area on north side

- Remove steel bulkhead
- Replace concrete and asphalt walkway with brick walkway and small brick patio
- This work is outside the 50' No Build Zone but inside the 100' Buffer Zone



Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands

Marblehead  
City/Town

**WPA Form 1- Request for Determination of Applicability**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

**D. Signatures and Submittal Requirements**

I hereby certify under the penalties of perjury that the foregoing Request for Determination of Applicability and accompanying plans, documents, and supporting data are true and complete to the best of my knowledge.

I further certify that the property owner, if different from the applicant, and the appropriate DEP Regional Office were sent a complete copy of this Request (including all appropriate documentation) simultaneously with the submittal of this Request to the Conservation Commission.

Failure by the applicant to send copies in a timely manner may result in dismissal of the Request for Determination of Applicability.

Name and address of the property owner:

James & Amy Hourihan

Name

8 Fort Sewall Lane

Mailing Address

Marblehead

City/Town

MA

State

01945

Zip Code

Signatures:

I also understand that notification of this Request will be placed in a local newspaper at my expense in accordance with Section 10.05(3)(b)(1) of the Wetlands Protection Act regulations.

Signature of Applicant

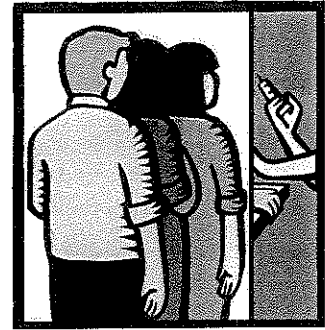
Date

Signature of Representative (if any)

Date



# FLU CLINICS



**OCTOBER 1, 2010 10 AM – 2 PM**

**LYNCH/van OTTERLOO YMCA  
40 LEGGS HILL ROAD, MARBLEHEAD**

**AGES 55 +**

**OCTOBER 14, 2010 9 AM – 12 PM**

**MARBLEHEAD COMMUNITY CENTER  
10 HUMPHREY STREET, MARBLEHEAD**

**AGES 18+**

**OCTOBER 24, 2010 10 AM – 3 PM**

**LYNCH/van OTTERLOO YMCA**

**AGES 18+**

**NOVEMBER 3, 2010 12PM-4PM**

**MARBLEHEAD COMMUNITY CENTER AGES 10+**

PLEASE BRING YOUR HEALTH INSURANCE CARDS WITH YOU TO THESE CLINICS.

SPONSORED BY THE MARBLEHEAD BOARD OF HEALTH  
EMAIL: [bartletr@marblehead.org](mailto:bartletr@marblehead.org)

FOR MORE INFORMATION PLEASE CALL: 781 631-0212 OR GO TO:  
[www.marblehead.org](http://www.marblehead.org)