



TOWN OF MARBLEHEAD
Recreation & Parks Department



Recreation and Parks Meeting Minutes

06/02/2015

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.
- 3) **Minutes of last meeting:** Motion made and seconded to approve the minutes of the 05/19/2015 meeting; all in favor.
- 4) **Appearance:**
 - a) **NONE**
- 5) **Old Business/New Business**
 - a) **Abbott Library:** no need to put new grass at library. Brent Monroe will be mowing lawn moving forward.
 - b) **Seaside Park:** Sprinklers repaired and are fully functional
 - c) **Sprinkler Box at MHS Lower Field:** Peter Olsen installed box and Mike Rocket will be completing the installation this week.
 - d) **Vets Field:** Group used field on Monday, June 1st when field was closed due to rain. Travis Farley will investigate this week.
- 6) **Agenda Items:**
 - a) **Beach 2015:** Beach Supervisor & Beach Maintenance position to start on Monday, June 15th. Linda will create punch list for daily, monthly, and seasonally duties at beach. We will be looking into hiring company to clean up Riverhead Beach side. **Motion:** Extend charging for beach parking on Saturday, July 4th until 8pm **Approved**.
 - b) **Hobbs Playground Fence:** **Motion:** move forward with the \$6,000 quote from Century Fence. **Approved**
 - c) **Correspondence:**
 - i) **Kennek Foundation:** **Motion:** Allow foundation to use Devereux Beach for a children reading event to raise money for Trouble the Bubbles Foundation on June 22nd. **Approved**
- 7) **Reports (attached):**
 - a) Tim Short Report: See attached
 - i) **Motion:** hire John Romano & Chris Piper pending CORI/SOR. **Approved**
 - ii) Tim will be writing a letter to the Cemetery Commission to address the staffing concerns we had the week of Memorial Day
 - b) Travis Farley Report: See attached
 - i.) **Motion:** hire Autumn Becker. **Approved**

MARBLEHEAD COMMUNITY CENTER

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

www.marblehead.org

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TOWN OF MARBLEHEAD
Recreation & Parks Department



8) **Timekeeping**: Meeting Adjourned: 9:15 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: 10 Humphrey Street, Marblehead MA. 01945 Room: Conference Room

| | | | | |
|----------------|-------------|----------|-------------|----------------|
| <u>Tuesday</u> | <u>June</u> | <u>2</u> | <u>2015</u> | <u>7:00 PM</u> |
| Day of week | Month | Date | Year | Time |

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

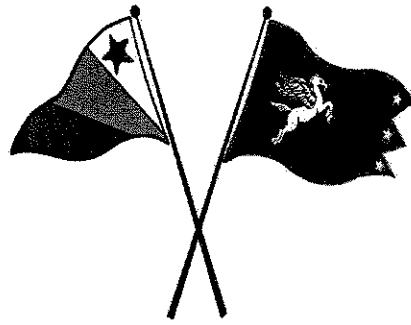
1. Approval of past meeting minutes
2. Appearances:
 - a. Billy James - Beach
3. Old/New Business
4. Topics:
 - a. Beach 2015
 - b. Hobbs Playground Fence
 - c. Correspondence
5. Reports: Superintendent/Recreation Supervisor
6. Next meeting: TBD

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Recreation & Parks Department

Date: May 28, 2015



Corinthian Sailing Foundation, Inc.


1 Nahant Street
Marblehead, MA 01945
www.corinthianfoundation.org

May 6, 2015

Timothy Short.
Marblehead Parks & Recreation Department
10 Humphrey Street
Marblehead, MA 01945

Dear Mr. Short:

The Corinthian Sailing Foundation is pleased to provide the requested grant to the Junior Sailing Program with the enclosed check for \$993.46.

Sincerely,

Brian W. LeClair,
Secretary

Enclosure

Recreation and Parks Commission Meeting
Superintendent Report
6/2/15

Refund Request for Riverhead

Sherry Gange has request a refund for the month of May because of the floats blocking access to the pram rack.

Office Staff

Canada Stewart who is our summer clerk has given her notice. Her last day will be Friday, June 12th. We are in the process of looking for a replacement at this time.

Water & Sewer Project at Stramski

Met with Amy McHugh, John McGinn, and last Friday to get an update concerning the Sewer Pipe Line project. There is a need to close down access to the beach because of a new trench being dug which will mean the area of the fence will expand. There is a high level of safety issues with people playing on the pipe.

Trash Packer

Packer is under repair at Unlimited Auto. PTO is damaged and fuses are being replaced. It will cost \$360.00 to repair.

Andrew Riley

Andrew in his second week community service and has completed 46 total hours out of the 125.

Handicap Beach Mats

Will be arriving the week of June 15th \$3,236.00

Becky Robinson

Becky is looking for assistance from our department for a project at Abbot Hall. See print out.

6th Bench at Memorial Park

Wendy Bridgo contacted the office about the possibility of a 6th bench to be installed at memorial park.

Summer Hire

John Raimo

Christopher Piper

Travis Farley

Assistant Superintendent, Town of Marblehead

Tuesday, June 2nd 2015

Assistant Superintendent Report

Programming Updates

- Drop in Programs

- o Pickleball, Volleyball, & Badminton continue to have good numbers

- Programs:

- o Summer program registrations continue to rise:
 - Sailing Session I & II - sold out
 - Playground Program has an average of roughly 50 enrolled per week
 - CIT Session I & II – sold out
 - Lego Pre-Engineering Session I – sold out

- Sailing:

- o The Corinthian has kindly donated \$993.46 to our sailing program for parts

Upcoming/New Programs:

- Programs Starting in the next few weeks

- o Beach Yoga- Started last Sunday and we had 16 registered

Facility & Parks

- Stamski Garden Project

- o Garden boxes are completed and have been placed at the garden location
- o Compost/Dirt will be delivered tomorrow. I have picked up garden box liner.

Other:

- Online Registration Update

- o We went online Thursday at noon and have already taken in \$5,000 in registrations

- Present Applications for summer hires for playground, sailing, & lifeguards

- o Autumn Becker – Sailing

- Have been working on preparation for fall programs - will be reformatting our booklet

- Lifeguard & Playground orientations have been set

- Cassie Rodger - Summer Intern from Salam State started last week. Should be a solid summer addition.

- o Leah Postilnik just completed her Senior Project with us – She created a whole new curriculum for our nature concentration for our Summer Playground

Hammond Nature Center

- Live in Garden

- o I am still looking for a group to help revamp this area in the summer.
- o Hammond Nature Center has expressed interest in adding some garden options to live in Garden

- Bulletin Board

- o Meeting Hammond Nature Center Committee tomorrow to discuss new bulletin board at entrance of Hammond Nature Center. Would like to include map, information on park, upcoming events, and some self-guided tours/activities on the board. Will have quotes by next meeting.

Devereux Beach Meeting

Attendance: Tim Short, Travis Farley, Chip Osborne

Date: Wednesday, 4/22/15

Lime Rickey's

- Paint white trash box on side of building
- ✓ Review wood deck & stairs as all nails need to be pounded in
- Fix lattice in front of building
 - Remove sand and push back in place
- ✓ Brush all sand off deck & stairs
- ✓ There will be 3 trash barrels placed in front of restaurant. The restaurant will be responsible for monitoring and storing of waste until pick up. All trash will be picked up at 7am and should be stored in white trash box on side of building
- Repair all water damage on rear of building (although may fall under town)

Devereux Beach

Park Department

- Take Skid Steer and push back sand in front of Handicap Spots to even out grade moving up towards playground. Bench has exposed concrete foundation and is a huge hazard. — DONE ASAP
- ✓ Remove metal fence post that is wrapped in metal wire near crosswalk entrance to Devereux — DONE ASAP
- Rake out and dispose of all large rocks
- Create better grade at beach entrance near handicap spot
- Brush all sand off concrete walkways
 - Pavilion, sidewalk in front of Lime Rickey's, etc.
- Pick up broken asphalt in handicap spot near lot
 - Repair said spot
- Weed all around property
 - Lime Richeys and along road in particular
- Remove all seaweed to dump
- Push sand back & remove rocks in parking lot near playground
- Create handicap grade entrance near handicap spots in lot near playground (12/1)
- Weed green island near entrance
- Repaint green island, black anchor, white flag pole, and yellow gates
- Straighten out wooden fence on road side and repair as needed
- Push sand over man hole near crosswalk
- Install new bike rack
- ✓ Bring out all benches and put under pavilions (clean and sand)
- Remove pole with concrete base near entrance as it's a hazard
- White sign near entrance
 - Sand down and repaint (remove graffiti)
- Take back all edges near entrance to expose asphalt near island to allow handicap access
 - follow up with Chip after to see if we will move forward with contacting Conservation)

Tim & Travis

- Order new bike rack
- Contact Doug Gordon to trim back trees near Lime Rickey's
- Order new handicap signs
- Order new signs for pavilion
- Reach out to Artie Graves to Discuss:
 - ✓ Fill Hole before carnival, ask what material is needed — ASAP
 - Work with DPW to re-grade sand in parking lot. Push back up to curb.

- Fix guard rail
- Asphalt chucks along fence on Devereux beach side

Riverhead Beach Side

Park Department

- Order new signs that were damaged
- ✓ ~~Remove tree dumping sign~~ – Done 4/22/15
- Remove all leftover kayaks & boats from racks and grassy area
- Remove all trash from property
 - Along cliff, entrance, and road
- Once mooring are removed, replace with 4-5 boulders and space out just enough so a person can walk through
- Once floats removed clean out all
- Remove all trees from edges of lot that may have died (horizontal laying trees)
- Replace all post and beams along fence near road
- Remove all seaweed
- Along sidewalk remove grass/sand along edge to expose asphalt
- Remove large metal tot box

Tim & Travis

- Hire out company to cut up and remove all timbers currently in lot
- Dave Hailey
 - Reach out to discuss intentions for timbers