

Recreation and Parks Meeting Minutes

04/25/2017

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.

- 1) **Called to order:** 7:00 PM.
- 2) **Attendance:** Derek Absent.
- 3) **Minutes of last meeting:** Motion made and seconded to approve the minutes of the last meeting; all in favor.
- 4) **New Business:**
 - a) Discussion:
 - i) Hobbs Field fence damage: Pete will investigate and contact a fence company. Chip suggested "Reliable Fence".
 - ii) Sign for Chandler Hovey: Board in favor of a granite sign; Pete will look into it.
 - iii) Fertilizer: purchases upcoming; Crew will first use up what is in stock including the liquid fertilizer.
 - iv) Field use policy (attached): Board agreed to have it posted to web site.
 - v) Opening/Closing fields: Pete is on top of it. Board agreed that all inquiries should go through the Superintendent. Chip is working on a separate policy statement.
 - vi) Reynolds' Playground: Crew is going to take care of the field.
 - vii) Field preparation: Board agreed that overtime is authorized for preparation of fields as needed.
 - viii) Memorial Benches: Linda walked the properties and counted/inspected all the benches, and discovered that: some people have more than 1 bench, and some plaques are missing at the beach. Board agreed that policy should be reviewed and plaques should be replaced after budget is reviewed. Bench warranties (attached) and replacement swinging benches (attached) also discussed.
 - ix) Beach Pavilion: Contract for Masonry has been approved and signed: \$9452.94. Work will begin once all permits are obtained. Pete is coordinating with Becky Curran regarding a contract for the other work needed.
 - x) Concession stand: Repairs have been completed and painting has been scheduled; colors approved.
 - xi) Beach Island repair will be done by Arty Graves.

5) **Reports:** see attached. Addendum, Discussion, & Actions taken:

a) **Superintendent:**

i) Discussion:

- (1) Letter - Bill Whalen (attached): Pete is already addressing his concerns and has ordered new nets. Chip suggested a response letter to let him know.
- (2) Letter - Pat Bibbo (attached): Board agreed that they're not inclined to give up the limited park tennis space for a COA program. More consideration will be given to the matter, including possibly opening the Center on Saturdays.
- (3) Board agreed to light grey for color of walls at Stramski's.
- (4) Board agreed that "Porta-Potties" at Seaside aren't needed – the bathrooms are open when there are games.
- (5) Board agreed Jane Mace can continue planting the island near Memorial Park.
- (6) Lockers at Stramski's are almost completed.
- (7) Leak at Reynolds' playground: Pete contacted a plumber.
- (8) Linda asked if Walter Jacob has contacted the department lately; Pete hasn't heard from him.
- (9) Dedication for M. Hoyt Sign discussed.

ii) Actionable items: Motions were made and seconded to approve the following with all in favor:

- (1) Approved: quote from Macomber Electric (attached); not to exceed \$2300.00.

b) **Recreation Supervisor:**

i) Discussion:

- (1) Board agreed to accept the donation from the Corinthian Fund in exchange for hanging a small framed picture with a plaque.
- (2) Jamie met with school principals and they are very receptive to after school programs.
- (3) Rec Software: ACH payments are the hurdle. Switching to a new system will be more expensive for both set up and annual fees. Jamie now looking into "Community Pass"; they quoted installation and first year price @ \$9000.00 and a yearly cost estimated at \$5000 with the ACH transactions. Board wants to know if set up fee is required all at once, Jamie is still researching.
- (4) Beach staff meeting: Marty is still considering the position with the proposed changes.

ii) Actionable items: Motions were made and seconded to approve the following with all in favor:

- (1) Rib Craft proposal (attached): Approved; appropriation of money to be determined.

6) **Requests & Proposals (attached)**: Motions made and seconded to approve the following with all in favor:

- a) Temple Emanuel "fun run".
- b) Mass Audubon rental with \$1000.00 fee.
- c) Coughlin application for wedding at Castle Rock.
- d) Peper Application for memorial service: Fee waived.
- e) Bench Application for George Tyler.

Timekeeping: Meeting Adjourned: 8:35 PM. Next meeting to be determined.

Attachments: Meeting Notice and Agenda; Reports with attachments, correspondence