



# TOWN OF MARBLEHEAD

## Recreation & Parks Department



### *Recreation and Parks Meeting Minutes*

09/15/2015

**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:** Derek called the meeting to order at 7:05PM.
- 2) **Attendance:**
  - a) **Present (constituting a quorum):** Derek, Jerry, Linda
  - b) **Absent:** Sam, Chip
- 3) **Minutes of last meeting:** Motion made and seconded to approve the minutes of the 09/01/2015 meeting; all in favor.
- 4) **Appearance:**
  - a) **None:**
- 5) **Old Business/New Business**
  - a) The commission received a letter in regards to a poor experience with a staff member of the Recreation & Parks Department. **Motion:** Table discussion until we have a full commission at the next meeting. **Approved.**
  - b) Fountain Park Flag Pole: Peter James will be removing this flag pole in the coming weeks.
  - c) Hopkins Track: Final surface of track going on in the coming days. Still on track for completion date of 10/12/15
- 6) **Agenda Items:**
  - a) **Beach 2015 Wrap Up:** Tim & Travis will be emailing the board their beach wrap up along with recommendations for next season prior to the next commission meeting for discussion.
  - b) **Nature Center:** Weed cloth has been put down on garden and stairs have been replaced that were rotten.
  - c) **Correspondence:**
    - i) **Joe McCain:** would like to use Seaside Park for baseball league this summer on Sundays. **Motion:** Joe must approach the Sports Committee to address field space issue and be flexible with times on Sundays. **Approved**
    - ii) **BNS Race- 9/18-9/19/15:** BSN would like to hold a half marathon on Saturday, 9/19/15 at Devereux Beach. **Motion:** Allow BNS to hold this event at Devereux Beach. **Approved.**
    - iii) **Pat Macintosh:** Would like to use Riverhead Beach for Middle School Annual Rafting Day on 9/29-9/30/15. **Motion:** Allow Pat to hold this event at Riverhead Beach. **Approved.**
    - iv) **Pack 79 Marblehead Bears Den:** Would like to utilize the game room on the 1<sup>st</sup> and 4<sup>th</sup> Monday of each month from 6:30pm to 7:30pm. **Motion:** Allow the Bears Den to use this space for the annual fee of \$100. **Approved.**
    - v)

MARBLEHEAD COMMUNITY CENTER

www.marblehead.org

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420



TOWN OF MARBLEHEAD  
**Recreation & Parks Department**



- vi) Katie Cooper: Would like to hold private group runs on Friday, 9/11/15 from 9am to 11am at Devereux Beach. **Motion**: The board does not approve this request as no private businesses can hold programs on town property. **Declined**

7) **Reports (attached):**

- a) Tim Short Report: See attached
- b) Travis Farley Report: See attached

- 8) **Timekeeping**: Meeting Adjourned: 9:30 PM. Next meeting to be determined.

*Attachments: Meeting Notice and Agenda.*



DATE POSTED:

Town Clerk Use Only

## **MEETING NOTICE & AGENDA**

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

### **Recreation & Parks Commission**

Name of Board/Committee

Address of Meeting: 10 Humphrey Street, Marblehead MA. 01945 Room: Conference Room

Tuesday

Day of week

September

Month

15

Date

2015

Year

7:30 PM

Time

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

1. Approval of past meeting minutes
2. Appearances: None
3. Old/New Business
4. Topics:
  - a. Beach 2015 Wrap Up
  - b. Nature Center
5. Reports: Superintendent/Recreation Supervisor
6. Next meeting: TBD

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson Chip Osborne

Posted by: Recreation & Parks Department

Date: September 11, 2015

Travis Farley

Assistant Superintendent, Town of Marblehead

Tuesday, September 15<sup>th</sup>, 2015

Assistant Superintendent Report

**Programming Updates**

- Programs:
  - o Jr. Soccer League: 70 enrolled
  - o Coach Karl Programs: 80 enrolled
- Sailing:
  - o Will be hiring Andrew Flaherty on to help tow sailboats to Riverhead to be winterized. Water & Sewer will not be finishing project within the coming weeks.
- **Fall Program Numbers compared to FY14**
  - o September 1<sup>st</sup> to December 31<sup>st</sup> 2014, Registrations taken 336 - fees collected \$24,000
  - o September 1<sup>st</sup> to December 31<sup>st</sup> 2014, Registrations taken 303 - fees collected \$24,620

*Difference: + \$620.00*

**Upcoming/New Programs:**

- Programs Starting Next week
  - o Fall Basketball Clinic: 14 enrolled
  - o Karate: 24 enrolled
  - o Chris Prew After School Sports: 39 enrolled
  - o Little Explorers: 15 enrolled

**Facility & Parks**

- Riverhead Beach
  - o Have taken in \$3,500 in revenue in Kayak Revenue
- Devereux Beach:
  - o Position Changes: Add a beach supervisor & change current "Beach Supervisor" to "Beach Ticket Takers"
- Stramski Way:
  - o Building tested positive for lead *Lead*
  - o Reaching out to Essex Tech to discuss deal if we remove lead.

**Hammond Nature Center**

- First meeting will be on Tuesday, October 6<sup>th</sup>
  - o New members include: Lee-Anne Fairbanks, Brenda Perroni, and Dana Trudeau

**Other**

*- winter island*

**Recreation & Parks Commission Meeting**  
**Superintendent Report**  
**9/15/15**

**Beach**

Overall impression of this year was that it went well. Having Dean Cuzner come in at the beginning of the year to do cleanup of Riverhead was a plus and would do it again for 2016.

Staffing – Travis

Ticket Money

Playground Sign

Seashell

**Nature Center**

Working with Plants & Pleasantries on the butterfly garden, replacing stairs and working on switch backs. Tommy Hammond Trail Run on Nov 1<sup>st</sup>. All proceeds to go back to Nature Center. Part of the new Marblehead Race Series this fall.

**SESD Water & Sewer Project**

Ramp is being worked on as we speak. Uncovered stairs. Fence should be coming down soon.

**Dog Park**

New Signs have come in and being installed

Website will be paid out of Dog Park Donation Account

Bill Snow from Light Department has looked into placing lights on the pole, but doesn't know how much illumination they will actually get.

Amy McHugh is researching the best place to hook into water source. Olson Irrigation gave me an early quote of \$1500 to set everything up.

Committee will be constructing their own bulletin board.

Awaiting confirmation from Town Counsel for Dog Park incident form.

**Becky Curran**

Will be here for the October 6 meeting to discuss Fort Sewall Project

**Chandler Hovey**

Would like to confirm October 20<sup>th</sup> meeting for a formal presentation from Walter Jacob Architects on the new design.

**Staffing update**

Ryan Camarada has given his two week notice and will be moving to Water & Sewer Department.

**Gatchells**

Met with Mike Hull & Bill Snow today to review light project. Mike will be meeting with Paul Gallo who I met with back last Friday to walk the area. Trenching should take about a day.

**Seaside Tennis Courts**

Park men addressed issues with nets on courts 2, 4 and 5. Tighten up and replaced entire net on court 2. Practice wall has also been repainted as there was significant graffiti on it.

**Andrew Reiley**

Andrew has requested a letter from the department stating his completion of community service. Letter should be signed by all commissioners.

**Field Work**

Irrigation timers had been adjusted to account for burn outs at fields. Seemed to have recovered now that we are having cooler nights.

Ordered 2 pallets of grass seed for delivery next Monday. Will begin with Seaside outfield and foul territory and end with Vets.