

DATE POSTED:

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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

October
Month

6
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:
 - a. Becky Curran - Fort Sewall
 - b. Walter Jacob - Chandler Hovey Memorial
3. Old/New Business
4. Topics:
 - a. Dog Park Update
 - b. Fall Field Work
 - c. Library Update
 - d. Hamond Nature Center / Butterfly Garden Restoration
 - e. Department Communication / Personal
 - f. 2016 Float Storage Fees
 - g. 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: September 29, 2015



TOWN OF MARBLEHEAD

Recreation & Parks Department



Recreation and Parks Meeting Minutes

10/06/2015

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 7:05PM.
- 2) **Attendance:**
 - a) **Present (constituting a quorum):** Chip, Jerry, Linda, Sam
 - b) **Absent:** Derek
- 3) **Minutes of last meeting:** Motion made and seconded to approve the minutes of the 09/15/2015 meeting; all in favor.
- 4) **Appearance:**
 - a) **Becky Curran:** came before the commission to update them on phase two of the Fort Sewall project that the board just agreed to contribute funds to
 - b) **Walter Jacobs:** came before the commission to review renovation of Chandler Hoovey Park. The commission recommended brining the disability commission in on the project.
 - i) Would like to hold a site meeting on Saturday, November 7th, at 10:00am at Chandler Hovey Park
 - ii) Would like to hold an open town meeting on Monday, November 9th, 2015 at 7pm at the Community Center
- 5) **Old Business/New Business**
 - a) **Nick Walton:** **Motion:** The board will reimburse Nick Walton for his \$100 permit fee. **Approved**
- 6) **Agenda Items:**
 - a) **Dog Park Update:** **Motion:** The Commission has offered to split the boll for the fence repair and the water bill for roughly \$1,700. **Approved**
 - b) **Fall Field Work:** The park crew has begun winterizing properties. Tim will be getting prices on custom field tarps for Gatchells & Seaside. He will also ask the park staff to give him inventory of the tarps we currently have.
 - c) **Library Update:** **Motion:** Contribute upwards of \$3,500 out of general fund for lawn/garden repair at the garden. **Approved**
 - d) **Hamond Nature Center/Butterfly Garden Restoration:** Plants & Pleasantries is currently working on the Butterfly Garden to correct the initial mistakes. Work should be done week ending on 10/18/15.
 - e) **Department Communication/Personal:** **Motion:** Adopt a policy of "Customer is always right and all customers are to be treated with respect moving forward." **Approved**
 - f) **2016 Float Storage:** The board will be reviewing float storage fees more closely at the next commission meeting.
 - g) **Correspondence:**

MARBLEHEAD COMMUNITY CENTER

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

www.marblehead.org

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420



TOWN OF MARBLEHEAD
Recreation & Parks Department



- i) Suzanne Sickler: Halloween Dog Park Fundraiser on 10/24/15 from 1:30am to 1:30pm. **Motion**: Allow them to use Dog Park. **Approved**
 - ii) MHD Track Association: would like to hold Back the Track event at Community Center on Saturday, 11/28/15 in Community Center. **Motion**: Allow group to use Community Center free of charge. **Approved.**
- 7) **Reports (attached):**
- a) Tim Short Report: See attached
 - b) Travis Farley Report: See attached
- 8) **Timekeeping**: Meeting Adjourned: 10:00 PM. Next meeting to be determined.

Attachments: Meeting Notice and Agenda.

Recreation & Parks Commission Meeting
Superintendent Report
10/6/15

Track

Work was delay last week due to weather. Next meeting is this Thursday at 1:30pm. Track group has requested that the benches be removed as to not damage the track. Andy Ernst is looking to see if the sports groups can come up with the money to replace the benches with aluminum ones. They generally cost 200-300 for a 6-8 ft bench with no back.

Seaside

William Crane contacted me concerning the 100th anniversary next year. Wanted to know plans for a ceremony.

Redd's Pond

Incident occurred where resident in motorized wheel chair hit and went into water. DPW has made several patches which will need to be done again in the spring. Long term plan for Redds pond?

Signs? Uneven surface?

SESD Water & Sewer Project

Fence is down. Spoke with Amy concerning the grass.

Snow Meeting

John McGinn had a meeting with department heads concerning the upcoming winter. Discussed readiness with equipment, supplies and staffing. I asked Artie Graves about employees taking vacation time during the winter and at this time is no policy that would stop an employee from taking time off. He would like to have communication when an employee puts in for vacation time though.

Travis Farley

Assistant Superintendent, Town of Marblehead

Tuesday, October 6th, 2015

Assistant Superintendent Report

Programming Updates

- Programs:
 - o Karate: 28 enrolled
 - o Little Explorers: :17 enrolled
 - o Fall Basketball Clinic: 18 enrolled
 - o Chorus/Art at Bell Afterschool: 40 enrolled
 - o Tiny Tumblers/PS Dancemix: 18 enrolled
 - o Babysitting: 10 enrolled
- **Canceled Programs**
 - o Improv, Theatre Games, 5 senses of writing

Upcoming/New Programs:

- Programs Starting Next week

Facility & Parks

- Riverhead Beach – SUP for next year
 - o 2015 Terms: \$2,500 in rent, 100% kayak rental money, & we pay for storage
 - o 2016 Proposed Terms: \$2,500 in rent, 100% kayak rental (up the total kayaks to 8), pay for storage, and we do a 75/25 split for all kids programming
- Stramski Way:
 - o Met with Bob Ives in regards to changing of zone from residential to commercial
 - Need surveyor to come and do survey of land –estimate of \$900
 - o Walter Jacobs has provided drawings of the property
 - o Working with local professional grant writer Karen Byron to find grants
 - o North Essex Tech will be unable to do work in the 2015-16 school year

Hammond Nature Center

- First meeting will be on Tuesday, October 6th

Other

- Met with Allison Nieto about revamping our website with town and adding beach portion of site
- Currently working on Winter/Spring Booklet – Trying to have booklet include more of parks & community
- Tim & I will be meeting with the Glover PTO on November 10th to discuss afterschool program for next year
 - o Need to commit to bus – Would cost \$205 per day (\$1,025 per week)

KANE LAND SURVEYORS

Professional Land Surveyors

72 Hamilton Avenue
South Hamilton, MA 01982
978-468-5082 Phone
978-468-0544 Fax
peter@kanelandsurveyors.com

September 28, 2015

Travis Farley
Marblehead Recreation and Parks Dept.
10 Humphrey Street
Marblehead, MA

Dear Travis,

I enjoyed speaking with you recently in regard to the land surveying project at the Town property on Stramski Way, Marblehead, MA.

As we discussed, our survey would include the necessary research, field work, computations, deed analysis and CAD work required to prepare a Plot Plan of the property for a ZBA application.

The fee for these services is \$900.00. We require a deposit of \$450.00 to begin the project with the balance due upon completion and delivery of the Plan. We should be able to complete this project within four weeks of receiving the deposit.

Please feel free to call me if you have any questions.

Sincerely,

Peter J. Kane, PLS

Draft

Job description Turf manager

This position will hold the responsibility of managing all of the grass areas under the jurisdiction of the Recreation and Park Department as well as playing fields on both Park Department and School District properties. This includes grass areas, skinned surfaces, and artificial turf.

This is a full-time job and a hands-on position. It should be looked at as a combination of management and hands-on work. The expectation is that from mid-December to mid-March planning, program development, product sourcing, and protocol establishment will be done. From early March, or is soon as ground is workable in the spring, the position then becomes hands-on until the end of the season.

Requirements

- An associate's degree or better in turf and landscape management.
- At least three years practical work experience in the field.
- Must be able to demonstrate proficiency and understanding of the scientific principles and protocols of turf management.
- A complete understanding of the science involving the biological life and function in the soil.
- An understanding the mechanics of fertility and system management.
- An awareness that managing municipal parks and playing fields is different from managing a residential lawn.
- It is understood that most training and education has its roots in conventional (chemical) land management.
- A background in natural turf management is preferred.
- In the absence of training in organic management, the willingness and desire to learn and implement natural programs is required. The Town of Marblehead has a policy in place that restricts the use of chemical fertilizers and pesticides on town owned land. If there has been no education in natural management, the opportunity to secure that information will be made available.
- If not a member of New England Sports Turf Managers Association, a membership will be purchased for the employee.
- Heavy equipment operator's license

Responsibilities

- Oversee the development and implementation of all turf management programs
- Hands-on implementation of all aerating, over seeding, and liquid and granular fertilizer applications
- Although not directly responsible for mowing, this position will oversee seasonal mowing heights on all athletic field properties.
- The responsibility of managing irrigation at all Park and School District properties. This involves the opening and closing of all systems. Some will be done in-house and some done by private contractor.
- The ability to go through the superintendent of the department to get Park staff labor to assist in projects as needed.
- The ability to work with outsourced contractors.
- In addition to routine annual maintenance, the position will be responsible for the development capital improvement projects as directed by the Commission or Superintendent.
- As a union employee you will be required to plow snow in the winter.

PROJECT TEAM

CLIENT
#Client Company
Stramski Way
Marblehead, MA 01945

ARCHITECT
Walter Jacob Architects, LTD
3 Pleasant Street
Marblehead, MA 01945
T: 781-631-7440
F: 781-631-7441
E: walter@architectwaj.com

SURVEYOR
Name
Address
Town, MA Zip

SYMBOLS

ROOM	ROOM/AREA DESIGNATION
100	WINDOW TAG
	EXTERIOR ELEVATION REFERENCE
	NORTH ARROW
	DOOR AND DOOR DIMENSION (WIDTH & HEIGHT)
	NEW WALL
	EXISTING WALL TO REMAIN
	WALL TO BE DEMOLISHED
	DIMENSION STRING

DRAWING INDEX

CS.1	Cover Sheet
-	Survey
P.1	Existing Photos
X.1	Existing Basement Level Plan
A.1	Proposed Basement Level Plan
X.2	Existing First Level Plan
A.2	Proposed First Level Plan
X.3	Existing Second Level Plan
A.3	Proposed Second Level Plan
X.4	Existing Roof Plan
A.4	Proposed Roof Plan
X.5	Existing Elevations
A.5	Proposed Elevations
X.6	Existing Elevations
X.6	Proposed Elevations

Walter Jacob Architects LTD
3 Pleasant Street
Marblehead, MA 01945
781.631.7440

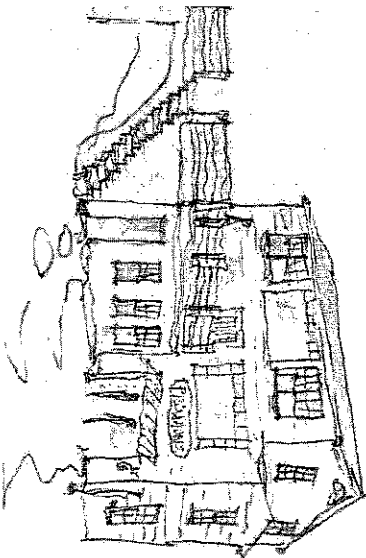
ZONING INFORMATION

TBD

PROJECT LOCATION
Stramski Way
Marblehead, MA

PROJECT DESCRIPTION:
This project includes

GENERAL NOTES:
1. xxx



STRAMSKI YACHT CLUB

Stramski Way, Marblehead, MA 01945

Cover Sheet
Marblehead Zoning Board Of Appeals

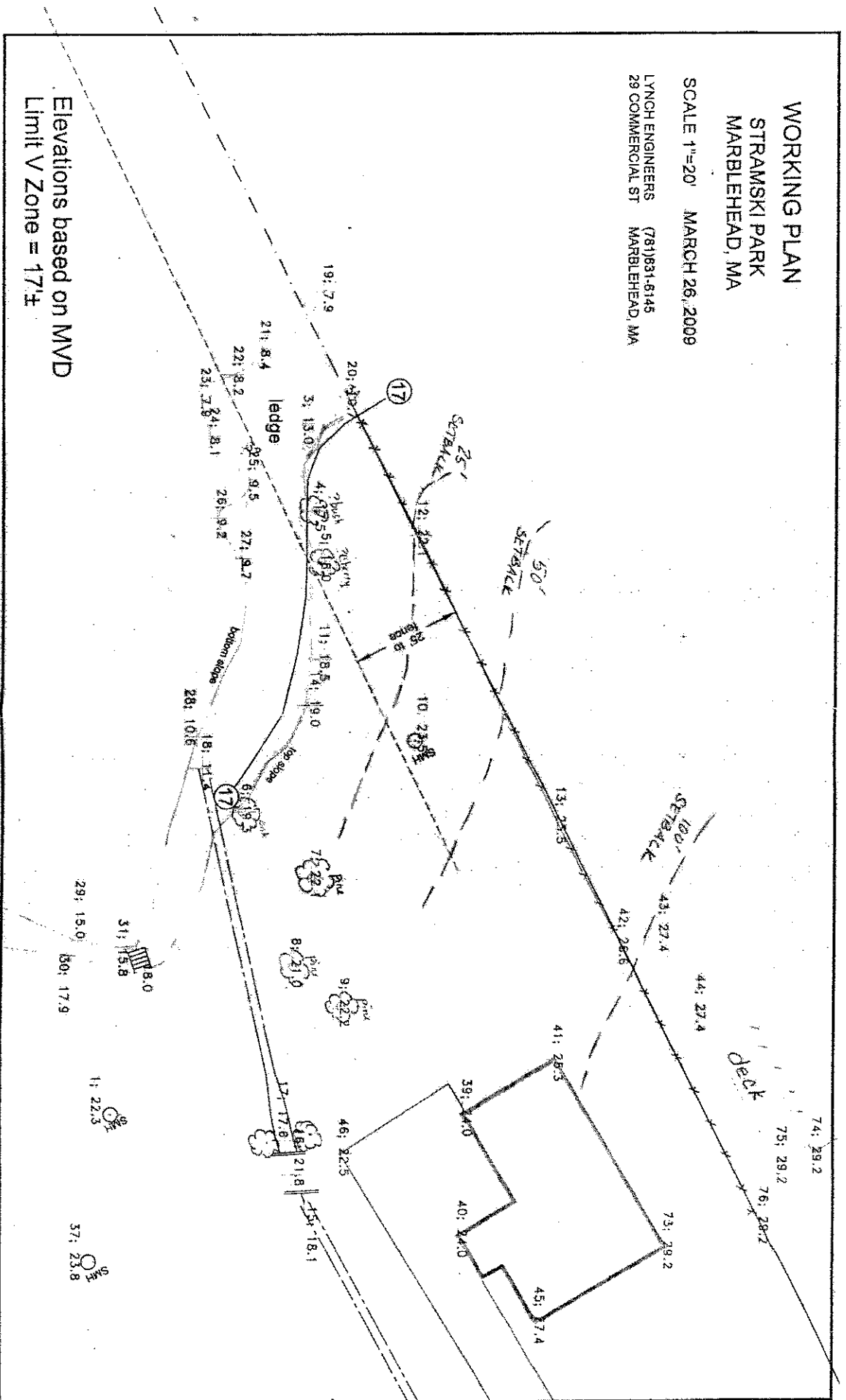
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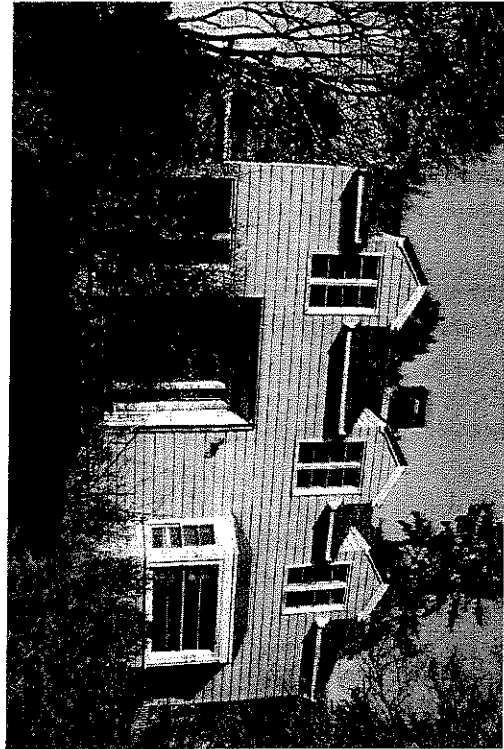
WORKING PLAN STRAMSKI PARK MARBLEHEAD, MA

SCALE 1"=20' MARCH 26, 2009

LYNCH ENGINEERS (781) 831-6145
29 COMMERCIAL ST MARBLEHEAD, MA

Elevations based on MVD
Limit V Zone = 17'±





EAST ELEVATION



SOUTH ELEVATION



SOUTH ELEVATION



WEST ELEVATION

Walter Jacob Architects LTD
3 Pleasant Street
Marblehead, MA 01945
781.631.7440

Existing Photos
Marblehead Zoning Board Of Appeals

STRAMSKI YACHT CLUB

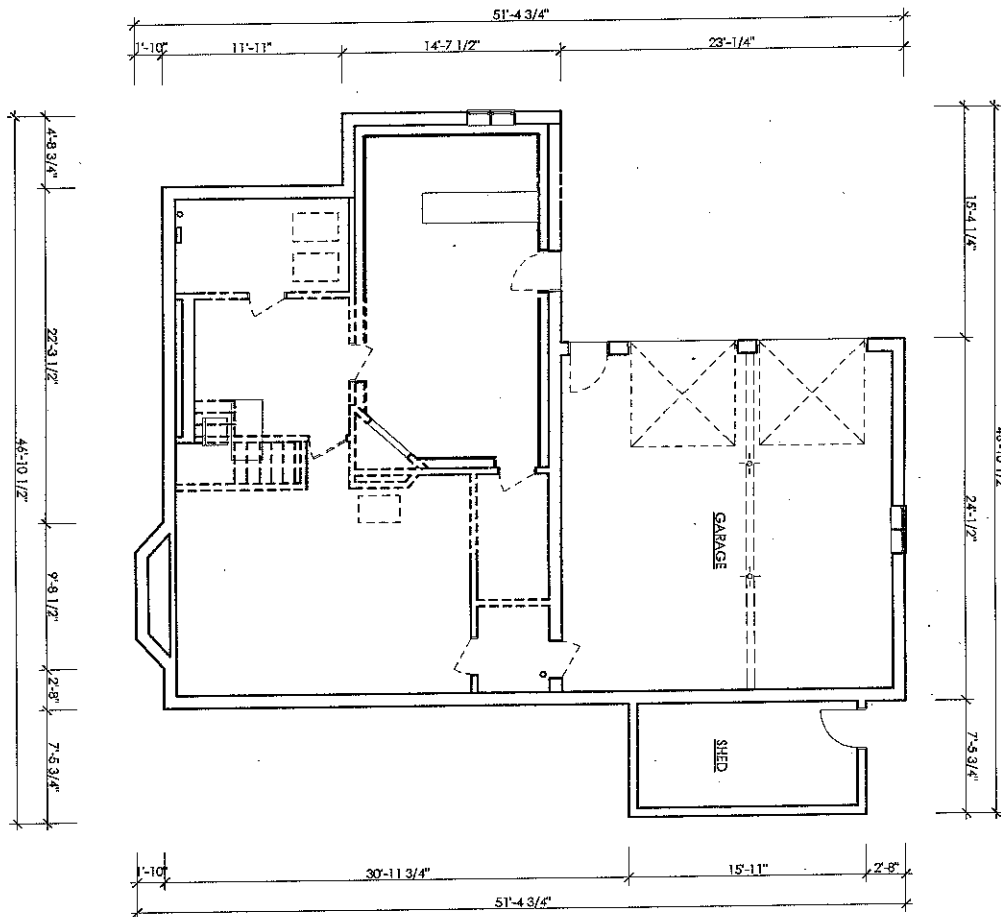
Stramski Way, Marblehead, MA 01945

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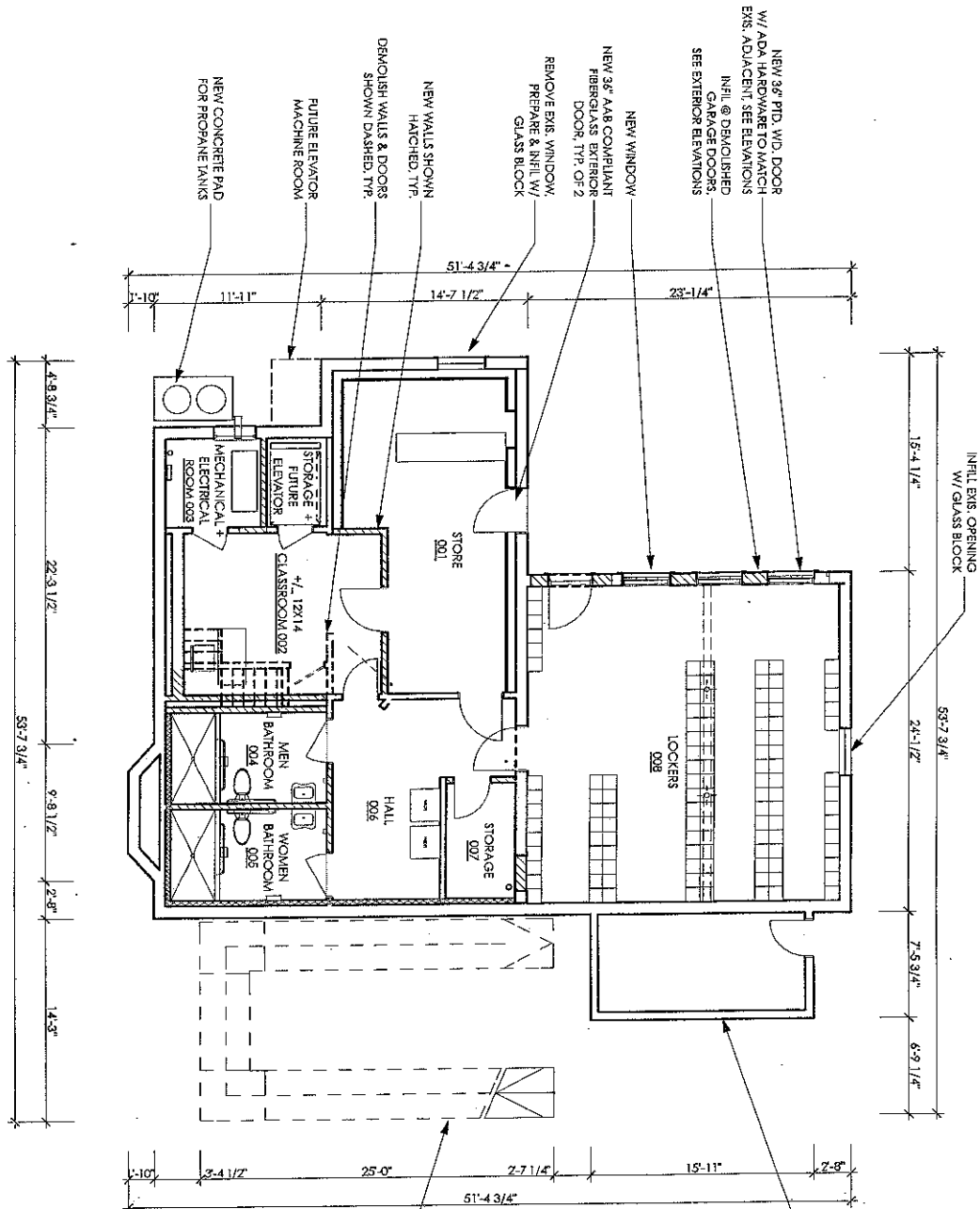
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3 Pleasant Street
Marblehead, MA 01945
781.631.7440

1
Existing Basement Level Plan
SCALE: 1/8" = 1'-0"
Marblehead Zoning Board Of Appeals



1
Basement Level Plan
SCALE: 1/8" = 1'-0"



NOTE:			
BUILDING FOOTPRINT	EXIS.	PROF.	
SHED FOOTPRINT	1,567 SF	1,567 SF	
DECKS/STAIRS	0 SF	233 SF	
GROSS FLOOR AREAS			
SHED GFA	119 SF	119 SF	
BASEMENT GFA	1,167 SF	1,167 SF	
FIRST LEVEL GFA	975 SF	975 SF	
SECOND LEVEL GFA	906 SF	906 SF	
TOTAL	3,167 SF	3,167 SF	

Proposed Basement Level Plan
Marblehead Zoning Board Of Appeals

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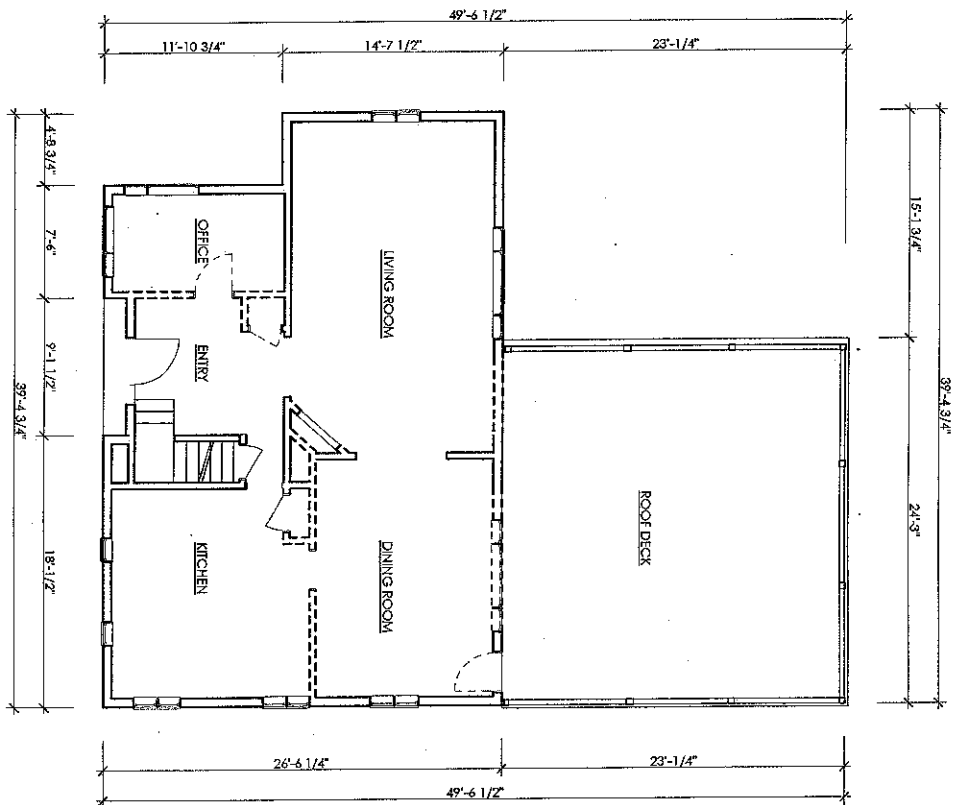
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Stramski Way, Marblehead, MA 01945

STRAMSKI YACHT CLUB

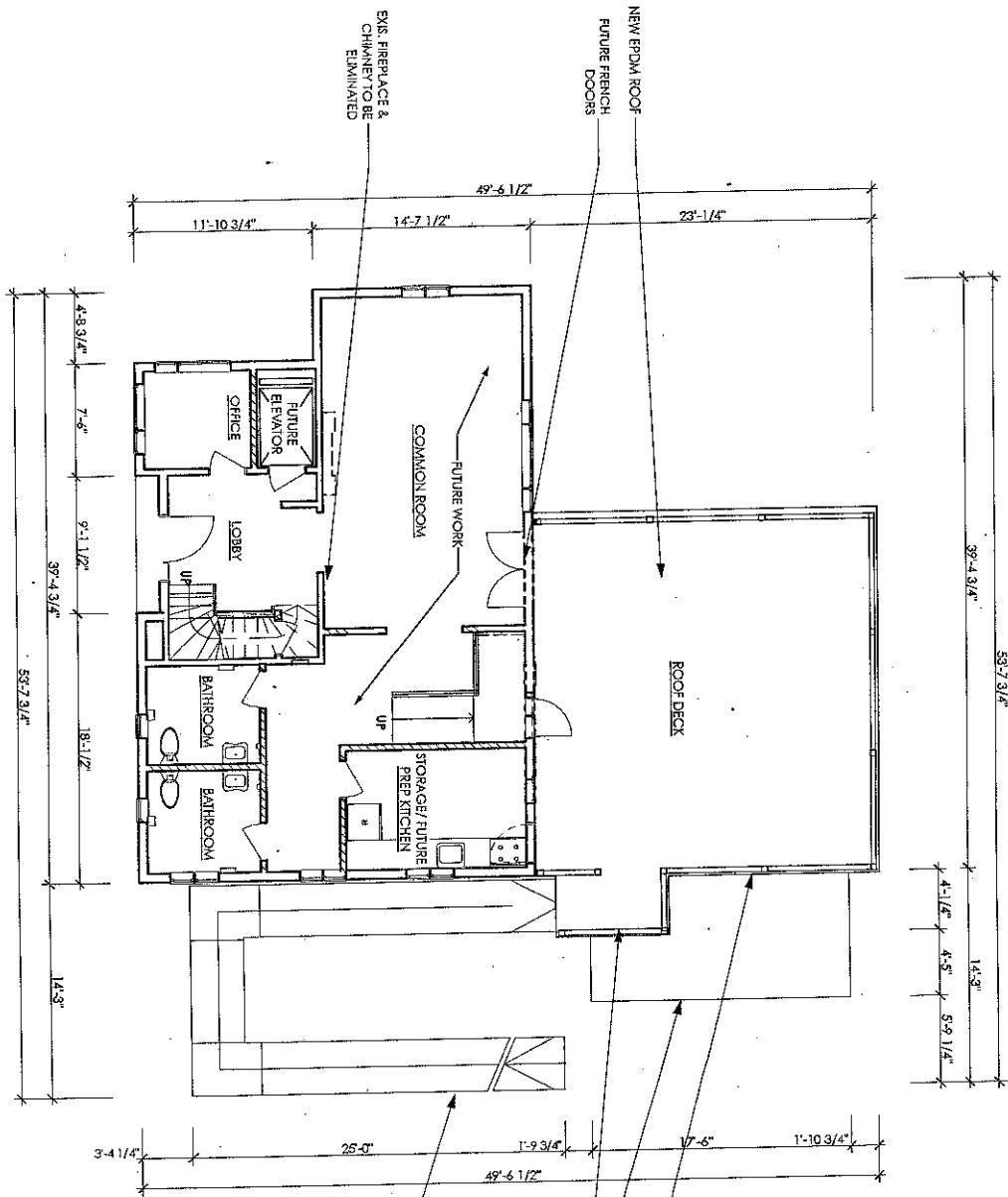
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Existing First Level Plan
1 First Level Plan
SCALE: 1/8" = 1'-0"
Marblehead Zoning Board Of Appeals



1

First Level Plan
SCALE: 1/8" = 1'-0"



NOTE:			
EXIST.	PROJ.	EXIST.	PROJ.
BUILDING FOOTPRINT	1,557 SF	BUILDING FOOTPRINT	1,557 SF
SHED FOOTPRINT	119 SF	SHED FOOTPRINT	119 SF
DECKS/STAIRS	0 SF	DECKS/STAIRS	283 SF
GROSS FLOOR AREAS			
SHED GFA	119 SF	SHED GFA	119 SF
BASMENT GFA	1,157 SF	BASMENT GFA	1,157 SF
FIRST LEVEL GFA	975 SF	FIRST LEVEL GFA	975 SF
SECOND LEVEL GFA	906 SF	SECOND LEVEL GFA	906 SF
TOTAL	3,157 SF	TOTAL	3,157 SF

Proposed First Level Plan
Marblehead Zoning Board Of Appeals

STRAMSKI YACHT CLUB

Stramski Way, Marblehead, MA 01945

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A.2

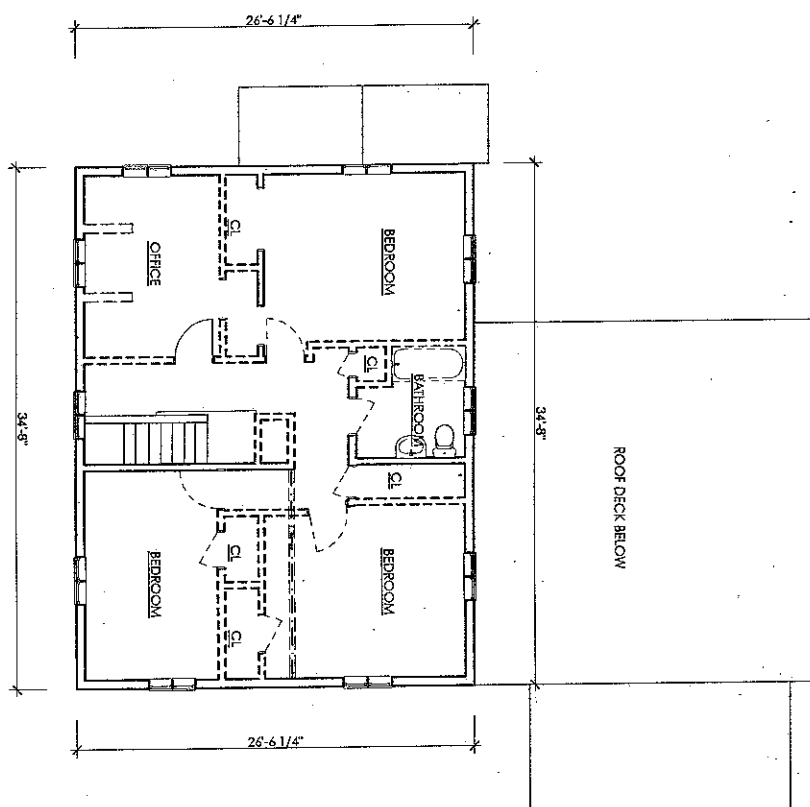
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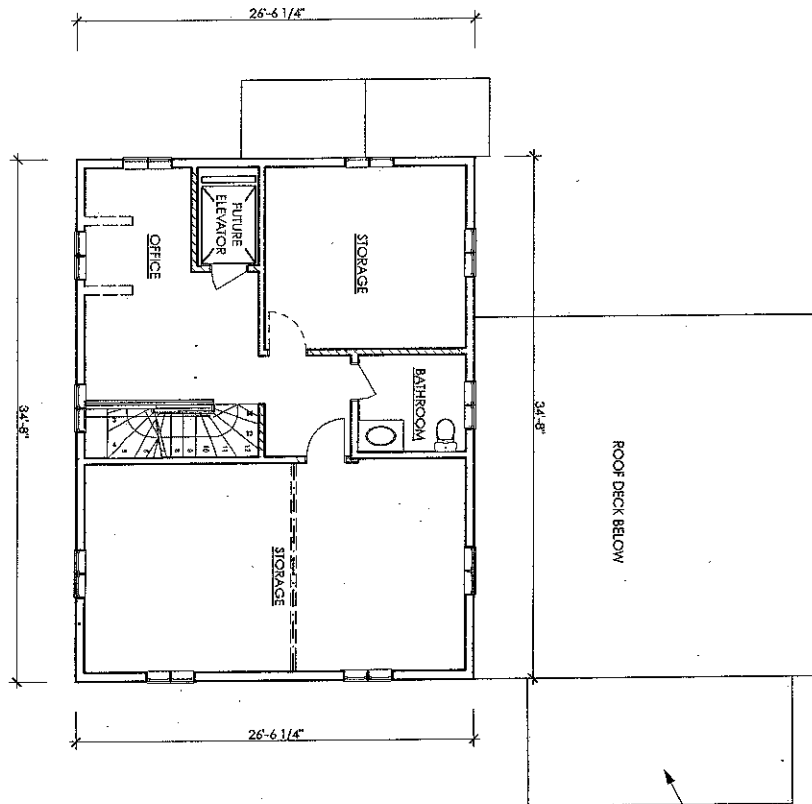
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Existing Second Level Plan
Marblehead Zoning Board Of Appeals

1 Second Level Plan
SCALE: 1/8" = 1'-0"



1 Second Level Plan
SCALE: 1/8" = 1'-0"



FUTURE DEMOLISHED
SHED ROOF

NOTE:		EXIS.	PROP.
BUILDING FOOTPRINT		1,557 SF	1,557 SF
SHED FOOTPRINT		119 SF	119 SF
DECKS/STAIRS		0 SF	233 SF
GROSS FLOOR AREAS			
SHED GFA	EXIS.	119 SF	119 SF
BASEMENT GFA		1,157 SF	1,157 SF
FIRST LEVEL GFA		975 SF	975 SF
SECOND LEVEL GFA		706 SF	906 SF
TOTAL		3,157 SF	3,157 SF

Proposed Second Level Plan
Marblehead Zoning Board Of Appeals

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Stramski Way, Marblehead, MA 01945

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A.3

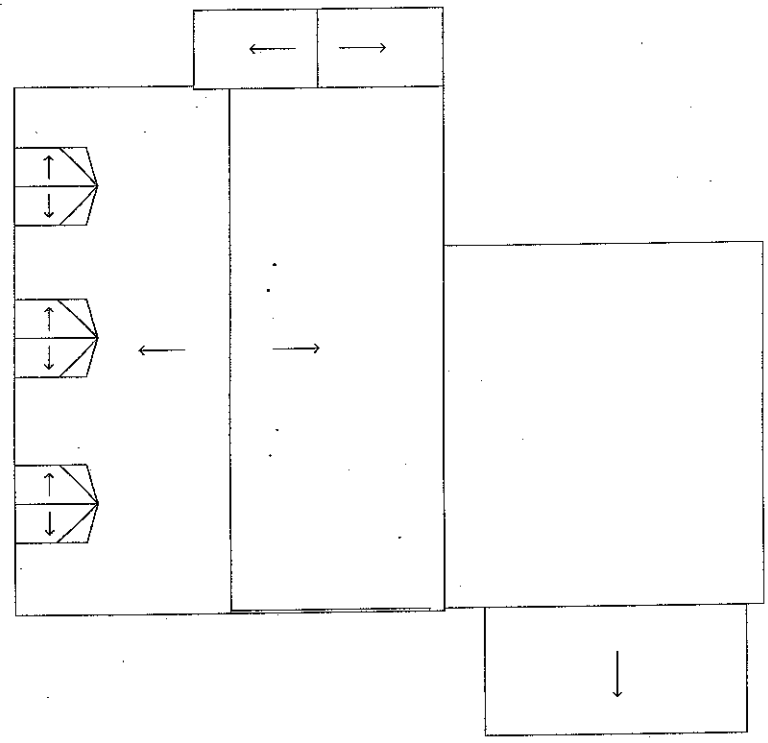
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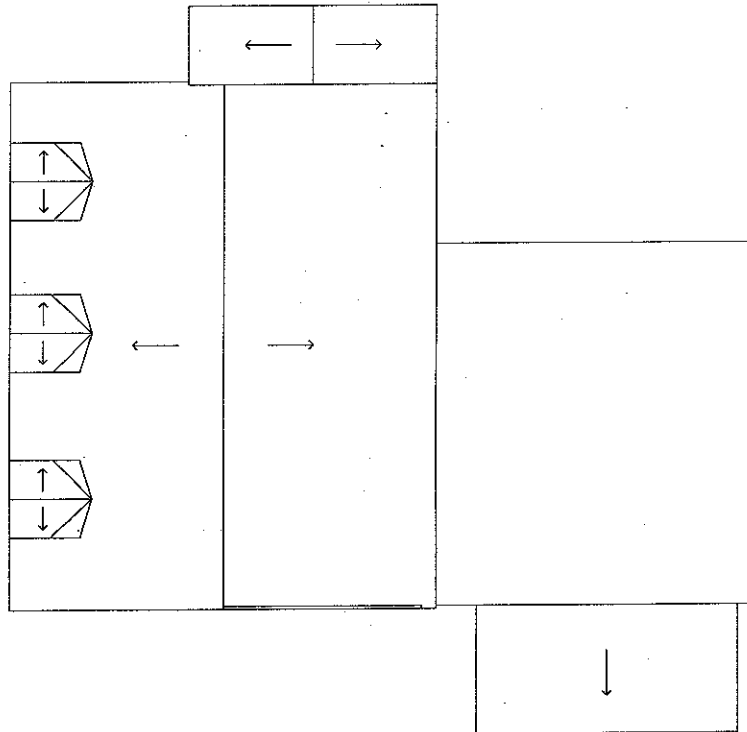
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Existing Roof Plan
Marblehead Zoning Board Of Appeals

1 Roof Plan
SCALE: 1/8" = 1'-0"



1 Roof Plan
SCALE: 1/8" = 1'-0"



Proposed Roof Plan
Marblehead Zoning Board Of Appeals

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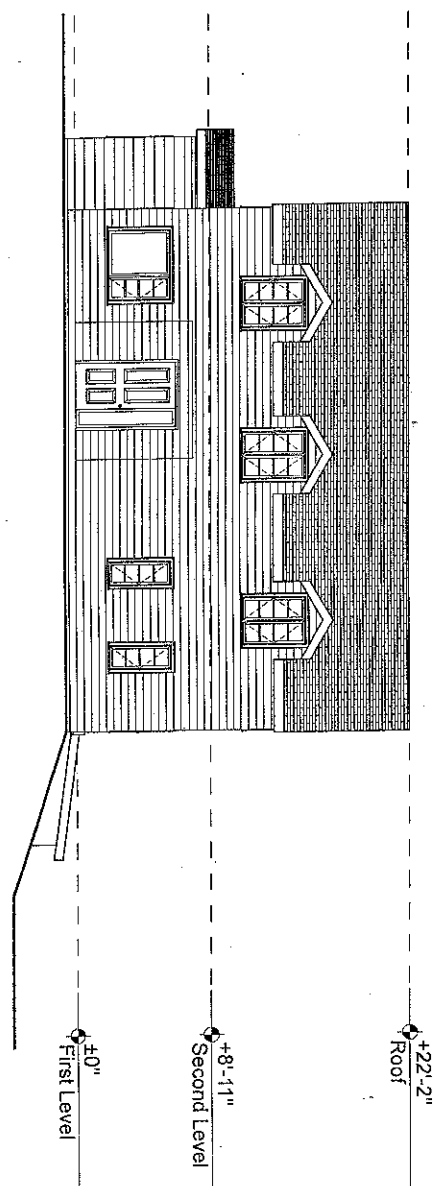
X.5

Stramski Way, Marblehead, MA 01945

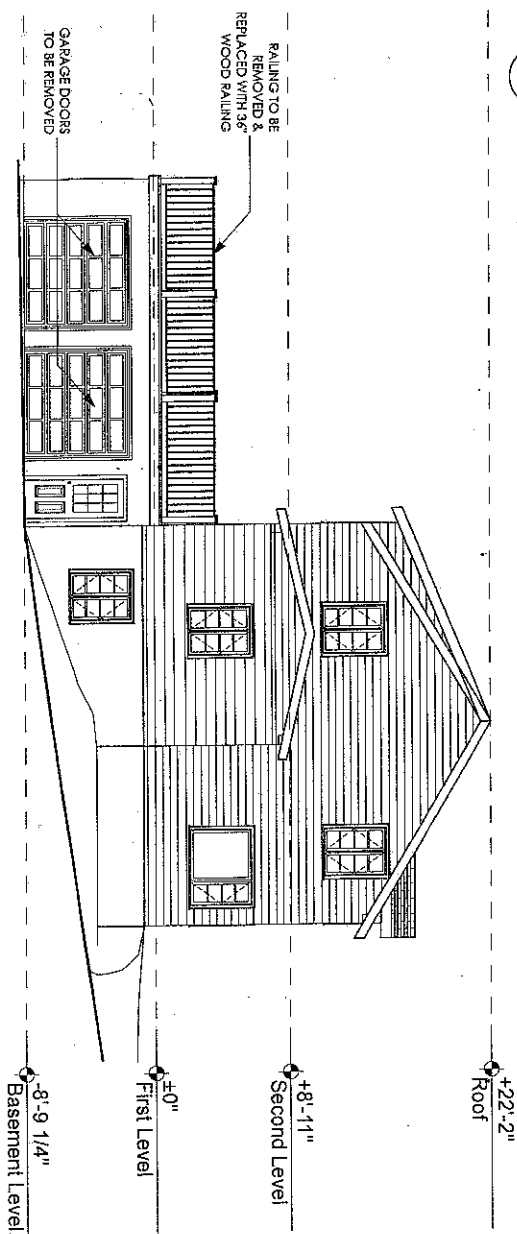
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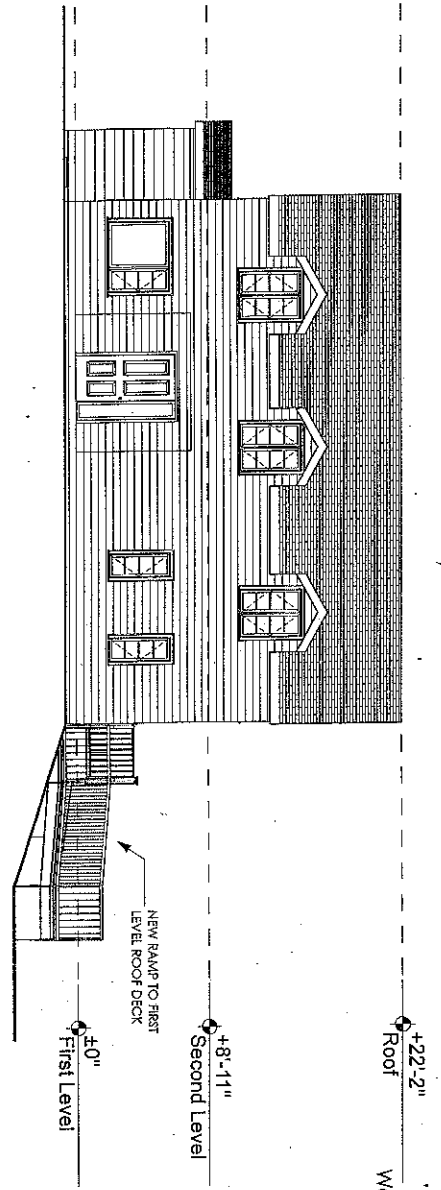
Existing Elevations
Marblehead Zoning Board Of Appeals



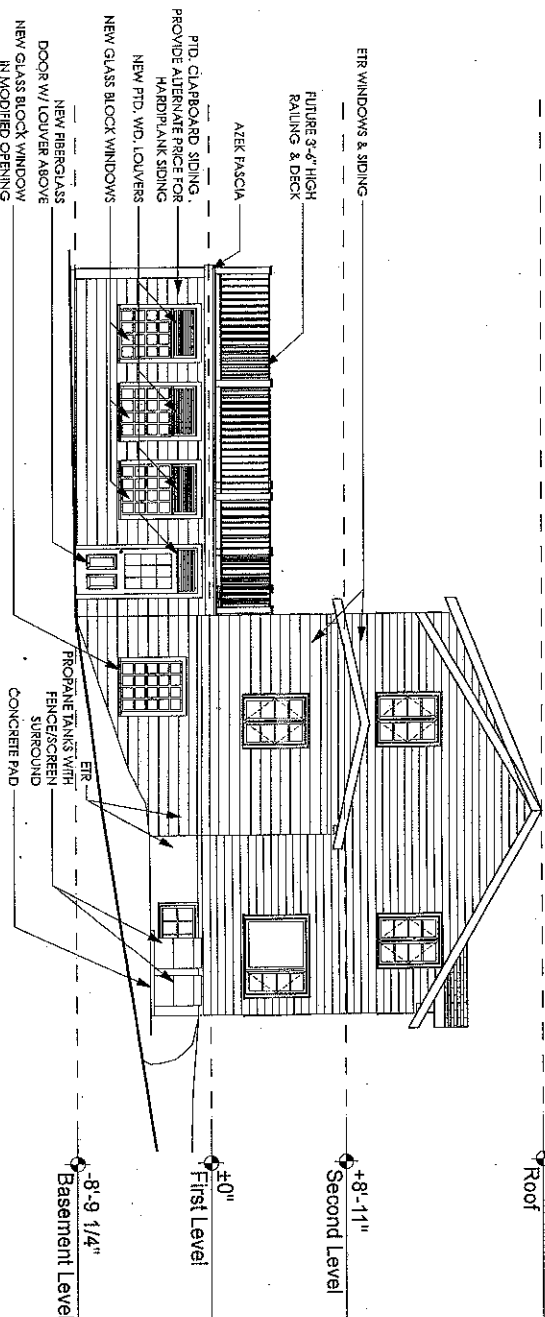
1 East Elevation
SCALE: 1/8" = 1'-0"



2 South Elevation
SCALE: 1/8" = 1'-0"



1 East Elevation
SCALE: 1/8" = 1'-0"



2 South Elevation
SCALE: 1/8" = 1'-0"

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Proposed Elevations
Marblehead Zoning Board Of Appeals

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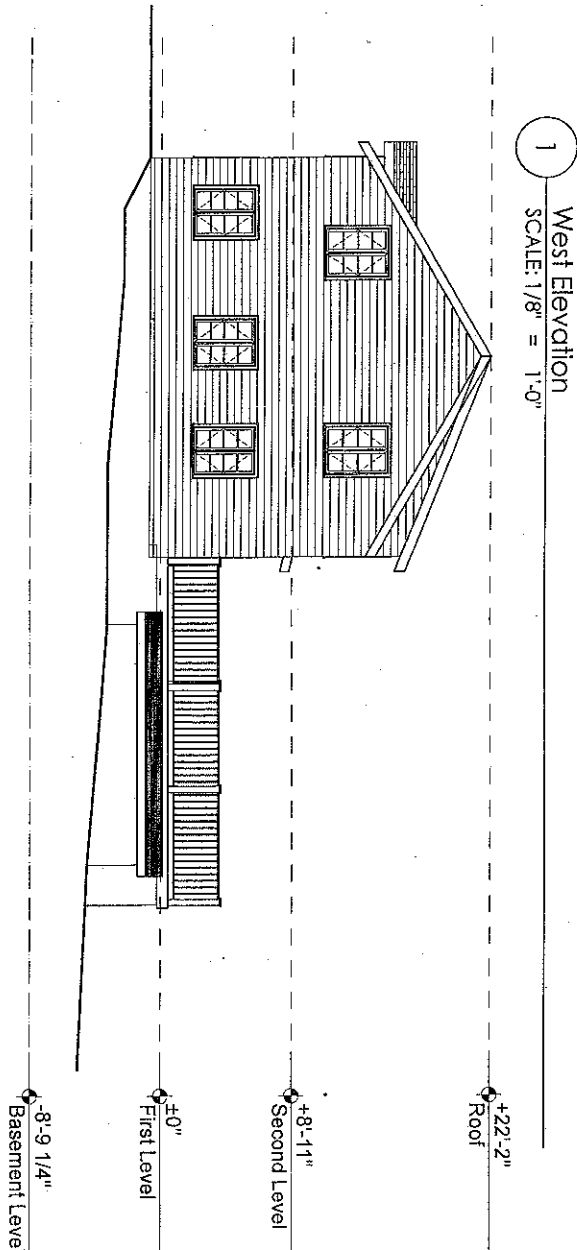
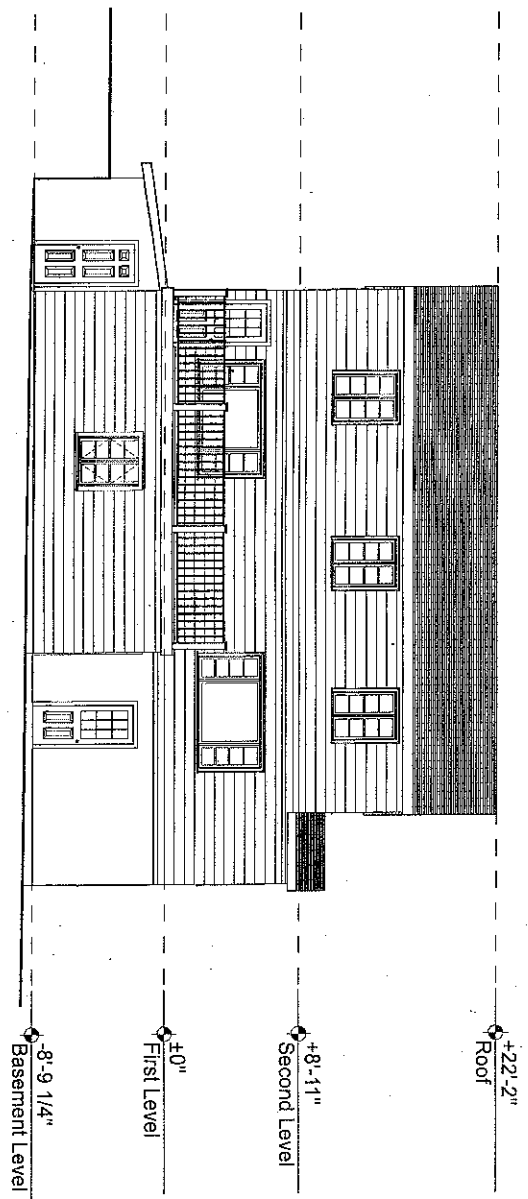
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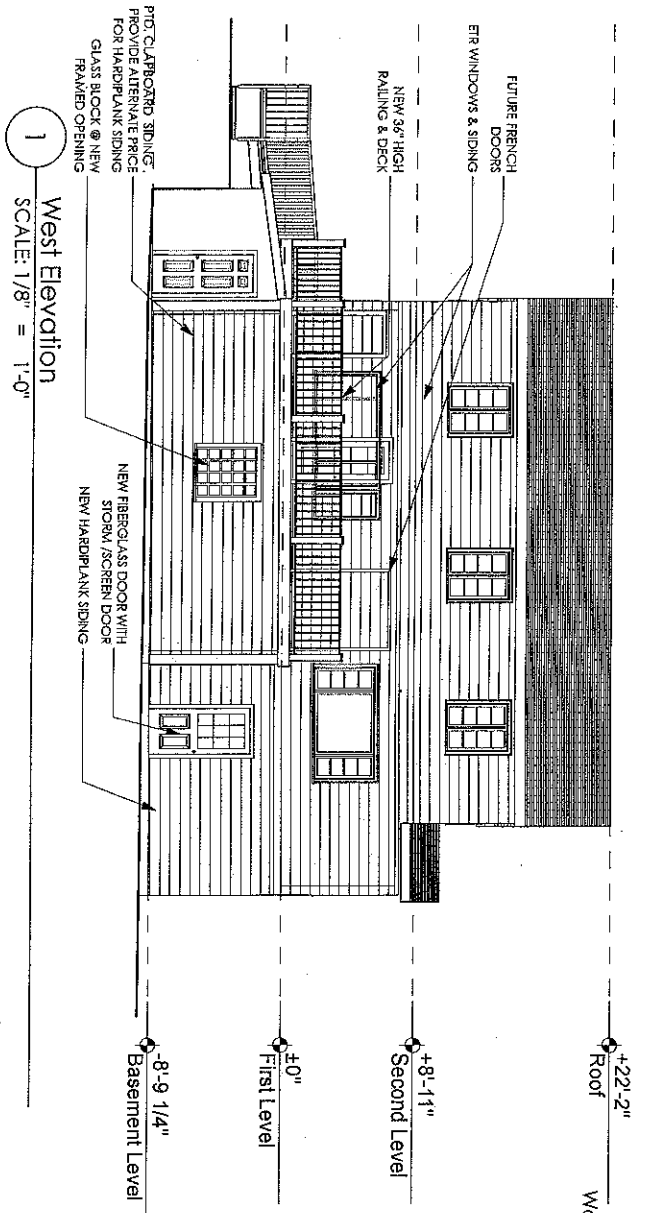
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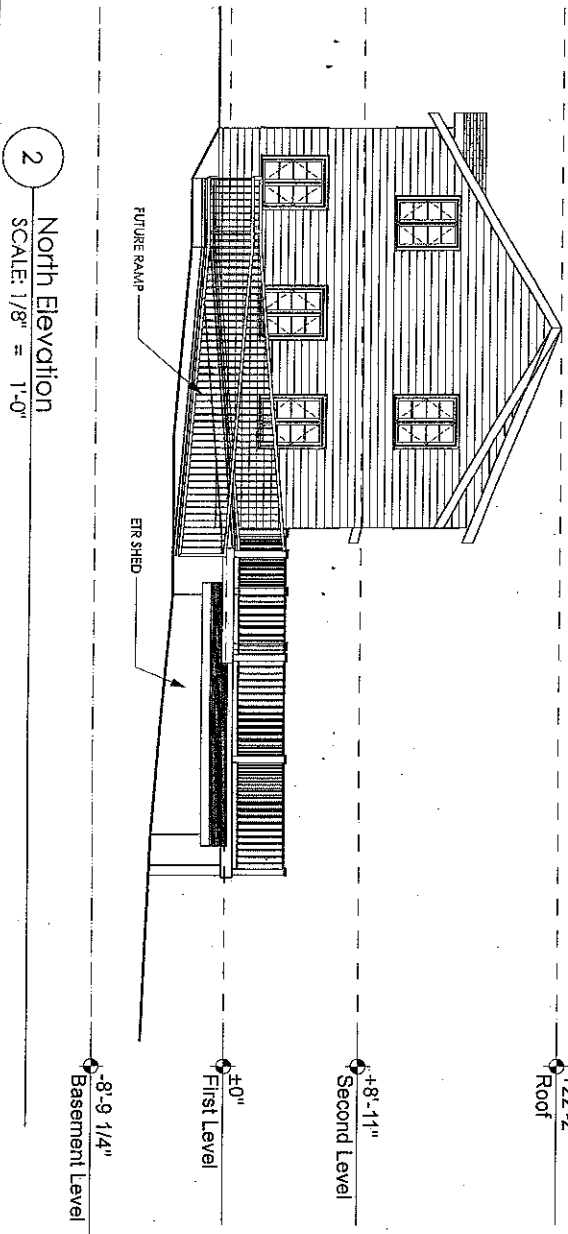
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781.631.7440

Existing Elevations
Marblehead Zoning Board Of Appeals





1 West Elevation
SCALE: 1/8" = 1'-0"



2 North Elevation
SCALE: 1/8" = 1'-0"

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Proposed Elevations
Marblehead Zoning Board Of Appeals

STRAMSKI YACHT CLUB

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