



TOWN OF MARBLEHEAD

Recreation & Parks Department



Recreation and Parks Meeting Minutes

05/08/14

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 7:12 PM.
- 2) **Attendance:**
 - a) **Present (constituting a quorum):** Chip, Linda, Jerry, and Derek.
 - b) **Absent:** None.
- 3) **Minutes of last meeting:** **Motion** made and seconded to approve the minutes of the 04/23/14 meeting; all in favor.
- 4) **Resignation:** Per Chip: Bob Jackson informed the Board and the Town Clerk's office that he is resigning from the Commission effective immediately and will not accept the nomination for next year's Commission.
- 5) **Reports:**
 - a) **Tim's:** see attached.
 - b) **Foreman's report:** see attached. Addendum:
 - i) **Summer trash scheduling:** After discussion, Board agreed that a part time hire that is 21 or older would be the best solution; Tim and Pete will review current applications and if there are no qualified applicants the job will be posted.
 - ii) **Dumped mix:** Board supports Pete in this matter and asked Derek to contact Mike Rockett regarding clean up.
 - iii) **Field Lime:** Baseball should be buying their own.
 - iv) **Field Lining:** The AD had sent out a schedule change that Pete didn't see resulting in some fields not getting lined for games last Friday. Pete will check more closely for changes posted at the office and the office will notify Pete as soon as scheduling changes are received.
- 6) **Old Business:**
 - a) **Lime Rickey's:** Selectmen will support Commission with color changes as proposed in the 4/23/14 meeting.
 - b) **Reynolds Playground:** **Motion** made and seconded to allow the Chairman to sign contract with Haley and Ward on the Board's behalf; all in favor.
 - c) **Superintendent search update:** Chip reported the job description changes will need to be approved by the Compensation Committee. Chip is working on the description and the new advertisement. The Board would like to re-advertise the position by 15 May through the following if possible: Indeed.com; Ziprecruiter.com; Simplyhire.com; LinkedIn.com, Nation Recreation & Parks Association; New England Recreation & Parks Association; and all 5 New England States Recreation & Parks Associations.
 - d) **Sailing:** Tim is continuously working with Andrew from Marblehead Composites to get boats ready for the season and Nate Burke to streamline curriculum.

7) **New Business:**

- a) Field Closure Policy: Tim and Pete are now coordinating field closures and postings. Board will discuss any changes to the policy at a future meeting.
- b) Correspondence (attached):
 - i) Fun Run Refund: **Motion** made and seconded to approve as requested; all in favor.
 - ii) Permit applications: The following were moved and approved pending any required fees or insurance:
 - (1) Freshman Class plant sale: approved with fee waiver.
 - (2) Street Hockey tournament: approved with fee waiver.
 - iii) FYI items requiring no action: 2 Notifications to Abutters; 2 Notice of decisions; 1 notice of hearing.
 - iv) Letter from Shattuck Fund: Chip already working on the request.

8) **Timekeeping**: Meeting Adjourned: 8:15 PM. Next meeting: TBD.

*Attachments: Meeting Notice and Agenda; reports (2); changes to job description; refund request; permit applications (2);
FYI items (5); Shattuck letter.*



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: Dining Room

Thursday
Day of week

May
Month

08
Date

2014
Year

7:00 PM
Time

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

1. Approval of meeting minutes
2. Reports: Recreation Supervisor, Foreman
3. Topics:
 - a. Superintendent search update
 - b. Lime Rickey's update
 - c. Field closure policy
 - d. Reynolds Playground vote
 - e. Correspondence
4. Next meeting: TBD

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Recreation & Parks Department

Date: May 5, 2014

Tim Short
Recreation Supervisor, Town of Marblehead
Thursday, May 8th

Recreation Supervisor Report

Programming Updates

- Hard copies of the Summer Programming Guide Program are now available and making their way to schools and business in town. Summer signs ups coming in at a brisk pace.
- In the process of drafting a report to present to the Commission for online registration with Vermont Systems.
- Tball is going strong with 93 participants.
- The following late spring programs have or will start this week:
- Baby Boot Camp 7
- Parent/Child Tball (ages3-4) 14
- Multi Sports @ Glover
 - o Wednesday 12 (Max)
 - o Thursday 9
 - o Friday 10
- Mini Sports
 - o Tuesday 5
 - o Thursday 8
 - o Friday 10 (Max)
- Flag Football with Karl Mayer was cancelled

All Access Program Day

- Held on Saturday May 6 and took in \$1895.00 in programming money. Looking to do another one in June.

Adult Drop In Badminton

After meeting with David Soule and discussing with Chip & Derek, MYB players that would like to participate in our recreation Adult Drop In Badminton program will need to have their parents fill out a program registration form and sign it before they are allowed to enter the gym. A roster of which MYB has a registration form on file is also provided to the staff person on for that day/night. MYB Players are not required to pay the \$5.00 drop in fee for the time being. I have extended this agreement to Sunday, June 29th.

April 30th – 4 x\$5.00 = \$20.00

May 4th – 5 x \$5.00 = \$25.00

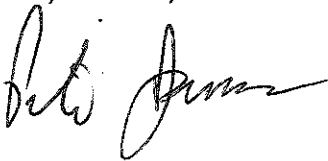
May 7th 1x \$5.00 = \$5.00

Foreman's Report: 5/8/14

- Fertilized everything, but lower village will be done Tuesday.
- Still waiting on school water turn-ons to aerate and seed.
- Will aerate and seed Gatchells on Friday and start rest of aerating and seeding next week.
- Doing clean ups and mowing as needed.
- Baseball and softball fields prepared as needed for high school sports.
- Groomed Piper field per request of AD.
- Lining of fields being done as needed.
- Devereux Beach: Picnic tables and benches have been placed under large pavilion, and picnic tables have been put out under both smaller pavilions.
- Trash Barrels: Have begun putting out the extra barrels at various locations for the summer, including the beach, athletic fields, and parks.
- Random cut outs on JV baseball field done by Mike Rockett and also damage to some trees at lower high school where infield mix was put by old softball batting cage.
- Mix dumped on grass at Seaside and mix stored by restrooms at Gatchells after telling youth baseball that we did not want more mix put there.
- Mix not cleaned up at either Gatchells or Seaside after Mike Rockett did work.
- Recommendation for summer weekend trash: Switch Mike Attridge to Tuesday - Saturday and Pat Sylvester to Sunday - Thursday, and have them use beach maintenance person to assist; and they would report to the Weekend Beach Supervisor for any questions.
- Question: Should the department be buying marking lime for MYB? We gave them 10 bags and they've already used it up, and we don't supply raw materials to anyone else.

Respectfully submitted,

Pete James, Foreman, Marblehead Recreation & Parks Dept.

A handwritten signature in black ink, appearing to read "Pete James", written in a cursive style.

TOWN OF MARBLEHEAD

Superintendent, Recreation and Parks

Summary:

Reporting to the Recreation, Parks and Forestry Commission, the Superintendent is accountable for improving, maintaining and safety of the town's playgrounds, parks, beaches, athletic grounds, school grounds, trees and their related facilities. Promotes, administers, and supervises programs and leisure activities for all citizens of the community while they utilize the facilities/resources of the department. Position is an annual appointment by Recreation, Parks and Forestry Commission.

Duties and Responsibilities:

- ✱ 1. Plans and supervises regular operations of the department, from insuring long term availability of playgrounds, athletic fields, tennis courts, etc., to include all facilities and properties under Commission's charge, to the day to day utilization scheduling of those facilities.
2. Directs the cutting of grass, the removal of clippings and leaves from all town property, including school grounds.
3. Directs planting and pruning of a wide variety of trees throughout the Commission jurisdiction.
- ✱ 4. Prepares annual expense and capital budgets for approval of Commission. Meets regularly with Commissioners and other town department heads on matters of planning, budgets, equipment allocation, service complaints and standards, and other management matters of concern to the town.
5. Oversees fees and moneys from beach parking, program participation, and tennis court fees: keeps records of financial operations of the department; furnishes necessary financial information to the town accounting office.
- ✱ 6. May personally supervise department operations in support of special events, like firework displays, concerts, arts festival, and the like where large public groups in attendance present special or unusual problems of traffic, parking, crowd control and trash pick up.
7. Recruits and presents to board qualified candidates for hire. Develops all employees of the department in their profession.
8. Interfaces, supervises, and coordinates public safety officials on matters such as park vandalism or during heavy storms or other natural emergencies.
- ✱ 9. Prepares and submits grant requests to various State, Federal, and private sources. Receives and administers such funds in accordance with stated requirements.
10. Purchases supplies, equipment and contract services appropriate to the proper operation of the department.
11. Prepares annual report for publication in the Town Report and other reports and evaluations as necessary.
12. Performs other related duties of a similar nature and complexity as requested.
13. Responsible for managing trash pick up at various municipal locations.
14. Responsible for management, upkeep, and scheduling of all aspects of the Marblehead Community Center in cooperation with co-tenant, the Marblehead Council on Aging.
15. Hires and supervises office/clerical staff.

Preferred Background

A Bachelors degree, preferably in horticulture or related field with related experience.

Strong managerial background. Knowledge in the use of natural turf pesticides, herbicides, and fungicides.

*in Recreation Administration Physical Education,
Public Administration, or a closely
related field*

REFUND \$25 deposit if Park left OK -

4/28/14

Town of Marblehead Recreation & Parks Department

Application for park permit

APPLICATION date: 2/25/14	APPLICANT (name of person paying for permit): Meredith McDonald
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INSURANCE REQUIREMENT FOR ALL WEDDINGS & LARGE EVENTS:
(PLEASE CONTACT YOUR INSURANCE PROVIDER OR RENTAL COMPANY FOR ASSISTANCE)

* IMPORTANT: A copy of a 1 million occurrence / 3 million aggregate insurance certificate naming the Town of Marblehead as an additional insured is REQUIRED to be provided with the request at the time of application.

EVENT Day & Date: Sunday, April 27, 2014	TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): 11am - 2pm
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EVENT DESCRIPTION & expected attendance (use another page if needed):

Children's Fun Run

FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee):

Seaside Park

Available Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (on Stramski Way) (2 grills in season)	Wedding ceremonies: Chandler Hovey, Crocker Park, or Castle Rock	Other
Residents security deposit:	\$25.00	Due at time of application		\$100.00 fee; Insurance required with ALL applications (see above); No security deposit required	Fees based on request (*see note); please describe on another page
Resident fee:	\$25.00	Due upon approval			
Non - residents security deposit:	\$50.00	Due at time of application			
Non - resident fee:	\$50.00	Due upon approval			

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Board approval needed

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s hours. Standard applications take 1 - 3 business days to approve. per applicant.

ext meeting, including fee amounts and any restrictions.

least 5 business days before event (sorry, no "rain out" refunds).

ges are prohibited on property under the jurisdiction of the ead § 236-1.)

creation & Parks Commission as described above are to be strictly ponsibility for any damages to or loss of Town property in consequence es to make the same good without expense to the Town, and the y be made for the accommodations requested.

mcdonaldm@northshoreymca.org

Signature of applicant

Meredith McDonald

Name (Please print clearly) Assoc Health & wellness Director

40 Leggs Hill Rd.
Address

781-990-7023
Telephone

OFFICE USE:		
Park detail required? (see detail sheet) YES / NO (\$125 per unit)	Police detail needed? (631-1212) YES / NO ?	Insurance required (wedding, large event)? YES / NO
Detail fee	Usage fee	Other fee
Dates paid and check number(s)		

Approved by:

Brendan M. Egan
Superintendent, Recreation & Parks Department

3/25/14
Date approved

Notify baseball of race

Marblehead Community Center rental permit application

APPLICATION date: 5/7/14		APPLICANT (Name of person paying for the permit): Kendra Song Class of 2017 Advisor	
DAY/DATE of event: 5/17 Saturday			
TIMES (begin & end times up to 3 hours; includes set up & clean up): 7am - 12:30pm		NAME of group/organization (if applicable): MHS Class of 2017	
Event description & expected attendance (use separate page if needed): Plant Sale			
Circle room(s) requested:	Gym (note: no food or beverages allowed)	Game room	Dining room
			Conference room
			Arts & Crafts room
			COA Kitchen
Security deposit (separate check due at time of application):		\$50.00	
One Room fee (up to 3 hours):		\$50.00	
Two room fee (up to 3 hours):		\$75.00	
Fee per room for permit over 3 hours:		\$25.00 an hour	
Staffing fee (Friday 5 PM - Sunday 10 PM):		\$25.00 an hour; minimum \$75.00	
\$50.00 fee; \$50 separate security deposit; in conjunction with a dining room rental			
Please see the next page for office hours and other information.			
SPECIAL REQUESTS: decided by the Commission at their next regular meeting INCLUDING fees and restrictions.			
RESTRICTIONS: NO Alcoholic beverages or open bonfires are allowed on ANY property under the jurisdiction of the Recreation & Parks Department (Code of the Town of Marblehead § 236-1.) Children MUST have ADULT supervision AT ALL TIMES. See next page for other restrictions.			
It is expressly understood and agreed that the policies of the Recreation & Parks Commission and the Building Utilization Committee 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.			
Request fee waiver(s) due to hardship? (Determined at next Board meeting)		YES / NO	
		YES / NO	
OFFICE USE:			
Park detail required? (see detail sheet)	Staffing required to staff facility?	Insurance required?	
YES (NO)	YES (NO)	YES (NO)	
\$50.00	(\$75 minimum) \$		
*Security deposit	Staff Fee	Usage fee	
Dates paid and check numbers			

Kendra Song
Signature of Applicant

Kendra Song
Name (Please print clearly)

MHS
2 Humphrey St
Address

781 639-3100
Telephone

Half of
Parking Lot
along
Humphrey St.

(Continued on next page)

* Does not require building open.
we will not block handicap parking.

Town of Marblehead Recreation & Parks Department

Application for park permit

APPLICATION date: 5/1/14		APPLICANT (name of person paying for permit): Tom Koopman	
** IMPORTANT: THE TOWN REQUIRES INSURANCE FOR ALL WEDDINGS & LARGE EVENTS: SEE BELOW ** At the time of application, a copy of an insurance certificate is required along with this form and payment in order to reserve any facility for any wedding or large event. Insurance must have 1 million occurrence / 3 million aggregate coverage and name "The Town of Marblehead" as additionally insured. Please contact an insurance provider of your choice for assistance.			
EVENT Day & Date: Sunday, May 18th		TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): 9-12pm	
EVENT DESCRIPTION & expected attendance (use another page if needed): Street Hockey Fundraiser for Marblehead Youth Hockey			
FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee): Green Street Park			

Available Facilities:	Devereux beach - barbeque pavilion (2 grills in season)	Devereux beach - Garfield Pavilion (2 grills in season)	Gerry Playground (on Stramski Way) (2 grills in season)	Wedding ceremonies: Chandler Hovey, Crocker Park, or Castle Rock	Other
Residents security deposit:	\$25.00	Due at time of application		\$100.00 fee; Insurance required with ALL applications (see above); No security deposit required	Fees based on request (*see note); please describe on another page
Resident fee:	\$25.00	Due upon approval			
Non - residents security deposit:	\$50.00	Due at time of application			
Non - resident fee:	\$50.00	Due upon approval			
Catered event (Clambake, etc.)	\$2 per person; minimum \$100.00 - \$50 Security Deposit				

PAYMENT: Please submit 2 separate checks made out to "The Town of Marblehead" for the security deposit and fee. The security deposit check will be destroyed once the area is checked to ensure all trash was removed from the property.

APPROVAL: 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.

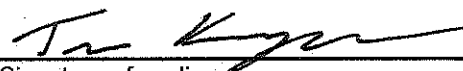
* Note: special requests determined by the Board at their next meeting, including fee amounts and any restrictions.

REFUNDS: written requests must be received at least 5 business days before the event (sorry, NO "rain out" refunds).

RESTRICTIONS: Open fires (bonfires) and alcoholic beverages are prohibited on property under the jurisdiction of the Recreation & Parks Department (Code of the Town of Marblehead § 236-1.)

It is expressly understood and agreed that the policies of the Recreation & Parks Commission as described above 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.

Request fee waiver(s) due to hardship? (waivers determined at next Board meeting)		YES / NO
OFFICE USE:		
Park detail required? (see detail sheet)	Police detail needed? (631-1212)	Insurance required (wedding, large event)?
YES / NO	YES / NO	YES / NO
(\$125 per unit)	\$	\$
Detail fee	Usage fee	Other fee
Dates paid and check number(s)		


 Signature of applicant

Tom Koopman
 Name (Please print clearly)

3 Amherst Rd
 Address

781-718-5286
 Telephone

Approved by:

Superintendent, Recreation & Parks Department

Date approved



NGB Bud Orne Cup

2014

STREET HOCKEY TOURNAMENT

Bud Orne Rink, Lime Street

Sunday, May 18th

(9 am) Middle School

(12 pm) High School

Teams of six, including one goalie: \$60 per team

(\$10 per player)

-Raffle tickets and T-Shirts will be sold leading up to the tournament and the day of the event

-Cash or check made out to Marblehead Youth Hockey

-CO-Ed teams, both boys and girls are encouraged to play

-All proceeds will go to benefit Marblehead Youth Hockey

-Goalie equipment will be provided but provide yourself with your own sneakers and sticks

(NO ROLLERBLADES)

Any questions or to register please call, text, or email:

Dean Fader (781-307-0703) Faderdean@yahoo.com

Tom Koopman (781-718-3286) Koopmantom@yahoo.com

(FYI)

RECEIVED

Notification to Abutters under the Massachusetts Wetlands Protection Act and
Marblehead Wetlands Protection Bylaw

APR 17 2014

In accordance with Massachusetts General Laws Chapter 131, Section 40 and Marblehead Bylaws Chapter 1-25, Section 1-25-105, you are hereby notified of a public hearing before the Marblehead Conservation Commission:

1. The name and address of the applicant is
Little Harbor Limited Partnership,
P.O.Box 387, Marblehead, MA 01945
2. The name and address of the applicant's representative is
Hayes Engineering, Inc., 603 Salem Street, Wakefield, MA 01880
3. Type of application (circle appropriate bullet below):
 - The applicant has filed a Notice of Intent with the Marblehead Conservation Commission seeking permission to remove, fill, dredge, or alter an area subject to protection under the Wetlands Protection Act (MGL c. 131, § 40) and the Marblehead Wetlands Protection Bylaw (Marblehead Bylaws c. 1-25).
 - The applicant has filed a Request for Determination of Applicability with the Marblehead Conservation Commission relative to the Wetlands Protection Act and the Marblehead Wetlands Protection Bylaw.
 - ☒ The applicant has filed an Abbreviated Notice of Resource Area Delineation with the Marblehead Conservation Commission relative to the Wetlands Protection Act and the Marblehead Wetlands Protection Bylaw.
4. Location of proposed activity:
#0-16 Doaks Lane, Marblehead, MA. An Abbreviated Notice of Resource Area Delineation application has been filed pursuant to a request for the Conservation Commission to confirm the extent of "Land Subject to Coastal Storm Flowage" resource area (flood plain).
5. Copies of the application filed may be examined at the office of the Marblehead Conservation Commission c/o the Marblehead Engineering Department, Mary A. Alley Building, 7 Widger Road, Marblehead, MA 01945 (781-631-1529) between the hours of 8:00 AM and 5:00 PM on Monday, Tuesday and Thursday and from 8:00 AM to 6:00 PM on Wednesday and from 8:00 AM until 12:30 PM on Friday.
6. Copies of the application filed may be obtained from either the applicant or the applicant's representative as indicated below:

- Applicant at

- Applicant's representative at

Hayes Engineering, Inc., 603 Salem Street, Wakefield, MA 01880, (781)246-2800 between the hours of 8 a.m. and 4:30 p.m. on the following days of the week: Monday through Thursday by appointment only.

7. Information regarding the date, time and place of the public hearing regarding the application filed may be obtained from the Marblehead Conservation Commission, c/o the Marblehead Engineering Department, 7 Widger Road, Marblehead, MA 01945 by calling 781-631-1529 during normal business hours as previously indicated above.
8. Notice of the public hearing, to include the date, time and place will be published in either the Marblehead Reporter, Salem Evening News, or the Lynn Item least five (5) business days before the hearing.
9. Notice of the public hearing will also be posted at Abbot Hall, 188 Washington Street, Marblehead, MA 01945.
10. You may also contact the Massachusetts Department of Environmental Protection, NERO – Wetlands Division – 5th Floor, One Winter Street, Boston, MA 02108 (617-654-6500) regarding this application and the Wetlands Protection Act.

FYI

RECEIVED

DR 29 2014



**Town of Marblehead
Conservation Commission**

**Notification to Abutters under the Massachusetts Wetlands Protection Act and
Marblehead Wetlands Protection Bylaw**

In accordance with Massachusetts General Laws Chapter 131, Section 40 and Marblehead Bylaws Chapter 194, Section 194-5, you are hereby notified of a public hearing before the Marblehead Conservation Commission:

The name and address of the applicant is:

MARK DRISCOLL
MHD CONSTRUCTION
9 RIDGE ROAD
MARBLEHEAD, MA 01945
Phone: 978-273-2001

The name and address of the applicant's representative is:

SCOTT PATNOWICZ P.E.
PATNOWICZ ENGINEERING
14 BROWN ST.
SALEM, MA 01970
Phone: 978-836-6400

Type of application (circle appropriate bullet below):

- ☒ The applicant has filed a Notice of Intent with the Marblehead Conservation Commission seeking permission to remove, ~~fill~~, dredge, or alter an area subject to protection under the Wetlands Protection Act (MGL c. 131, § 40) and the Marblehead Wetlands Protection Bylaw (Marblehead Bylaws c. 194).
- The applicant has filed a Request for Determination of Applicability with the Marblehead Conservation Commission relative to the Wetlands Protection Act and the Marblehead Wetlands Protection Bylaw.
 - The applicant has filed an Abbreviated Notice of Resource Area Delineation with the Marblehead Conservation Commission relative to the Wetlands Protection Act and the Marblehead Wetlands Protection Bylaw.

Property Address, or Location of proposed activity: THE ADAMS HOUSE
#147 FRONT STREET (RE-SIDING & RE-ROOFING)

Copies of the application filed may be examined at the office of the Marblehead Conservation Commission, Mary A. Alley Building, 7 Widger Road, Marblehead, MA 01945 (781-631-1529) during normal business hours.

Information regarding the date, time and place of the public hearing may be obtained from the Marblehead Conservation Commission, by calling 781-631-1529 during normal business hours, or online at www.marblehead.org

A notice of the public hearing will also be posted at Abbot Hall, 188 Washington Street, Marblehead, MA 01945

Notice of the public hearing will also be published in either the Marblehead Reporter, Salem Evening News, or the Lynn Item at least five (5) business days before the hearing.

You may also contact the Massachusetts Department of Environmental Protection, NERO, 205B Lowell Street, Wilmington, MA 01887 (978-694-3200) regarding this application and the Wetlands Protection Act.



**Town of Marblehead
Zoning Board of Appeals**

Mary Alley Municipal Building
7 Widger Road
Marblehead, MA 01945
Telephone: 781-631-1529
Fax: 781-631-2617

April 8, 2014

NOTICE OF DECISION

The Board of Appeals, after notice and public hearing on **March 25, 2014**, on the application of **Anca Van Assendelft**, **voted to approve the request for a Special Permit with conditions** to re-construct an existing rear addition at **22 Wyman Road**.

The written Decision was filed with the Town Clerk on April 7, 2014.

A copy of the decision is available for inspection at the Town Engineering Department, 7 Widger Road, Marblehead, MA, 01945.

A twenty day appeal period begins the day after the decision is filed with the Town Clerk.

After the twenty day appeal period, the Applicant must record the decision at the Registry of Deeds and a receipt from the Registry of Deeds must be returned to the Marblehead Engineering Department showing proof of recording.

A decision of the Board of Appeals does not constitute the granting of a Building Permit. No Building Permit shall be issued prior to recording the decision at the Registry of Deeds.

Failure to act on a decision within one year renders the decision null and void.



**Town of Marblehead
Zoning Board of Appeals**

Mary Alley Municipal Building
7 Widger Road
Marblehead, MA 01945
Telephone: 781-631-1529
Fax: 781-631-2617

April 18, 2014

NOTICE OF DECISION

The Board of Appeals, after notice and public hearings beginning on **February 25, 2014**, on the application of **Murray & Jill Goodman**, **voted to approve the request for a Special Permit with conditions** to subdivide the property at **25 Stramski Way**.

The written Decision was filed with the Town Clerk on April 16, 2014.

A copy of the decision is available for inspection at the Town Engineering Department, 7 Widger Road, Marblehead, MA, 01945.

A twenty day appeal period begins the day after the decision is filed with the Town Clerk.

After the twenty day appeal period, the Applicant must record the decision at the Registry of Deeds and a receipt from the Registry of Deeds must be returned to the Marblehead Engineering Department showing proof of recording.

A decision of the Board of Appeals does not constitute the granting of a Building Permit. No Building Permit shall be issued prior to recording the decision at the Registry of Deeds.

Failure to act on a decision within one year renders the decision null and void.



**Town of Marblehead
Zoning Board of Appeals**

FYI
Mary Alley Municipal Building
Engineering Department
7 Widger Road
Marblehead, MA 01945
Telephone: 781-631-1529

**LEGAL NOTICE
TOWN OF MARBLEHEAD
BOARD OF APPEALS**

The Board of Appeals will hold a public hearing on **Tuesday, May 27, 2014 at 7:45 pm** in the Selectmen's Meeting Room of Abbot Hall, 188 Washington Street, Marblehead, on the application of **Robert Leahy** to vary the application of the "present Zoning By-law by allowing a Special Permit to enclose an existing porch and extend a deck at **63 Pond Street** in a Central Residence District on a pre-existing non-conforming property.

This hearing is held in accordance with the provisions of the Marblehead Zoning Bylaw, and Chapter 40A of the General Laws as amended. All interested persons are invited to attend.

Plans and information are available for inspection at the Town of Marblehead Engineering Department, 7 Widger Road, Marblehead, MA.

Alan Lipkind, Secretary
Board of Appeals



National Grand Bank

May 2, 2014

Tim Short, Acting Superintendent
Recreation, Parks & Forestry Department
Ten Humphrey Street
Marblehead, MA 01945

Re: Harold B. and Elizabeth L.
Shattuck Memorial Fund

Dear Tim:

As Trustee we are pleased to announce the availability of \$175,000 to be distributed to the five organizations that benefit from the Shattuck Memorial Fund.

Please do not assume that the same amount will be distributed in the future, as this amount will fluctuate depending on market conditions.

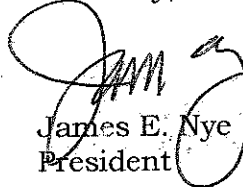
Under the terms of the Trust the beneficiaries must request funds from the Trustee and they shall do so by submitting a request in writing, signed by a duly authorized officer of the organization, which request shall state the amount requested and the purpose for which the requested funds are to be used.

The trust document states that it is the donor's intention that the Trustee shall have the right at any time, or from time to time, to exclude any or all of the beneficiaries and to make unequal distributions. If your organization does not currently have a use for these funds, you certainly may apply for less than an equal share; on the other hand, you may also apply for a greater amount.

Enclosed is a request form that covers the above requirements. I would appreciate your returning the request form to me by Friday, June 20, 2014.

Please call me if you have any questions.

Sincerely,



James E. Nye
President

Enclosure

HAROLD B. AND ELIZABETH L. SHATTUCK MEMORIAL FUND

INFORMATION REQUIRED FOR REQUESTING FUNDS

Date:

Name of Organization, Address, Name of Contact Person:

Phone and Fax Numbers:

Amount Requested:

Purpose for which funds are to be used. Please attach any documents that you believe will help the Trustee in making its decision, i.e. annual financial audit.

Brief summary of results achieved from previous support received from Shattuck Memorial Fund.

Signature of authorized person with title:

All requests should be sent to the National Grand Bank, P.O. Box 4, Marblehead, MA 01945, Attn: President.