



TOWN OF MARBLEHEAD  
**Recreation & Parks Department**



***Recreation and Parks Meeting Minutes***

07/30/2014

**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 6:00 PM.
- 2) **Attendance:**
  - a) Present (constituting a quorum): Chip, Linda and Jerry.
  - b) Absent: Derek.
- 3) **Minutes of last meeting:** **Motion** made and seconded to approve the minutes of the 07/23/14 meeting; all in favor.
- 4) **Old Business:**
  - a) Recreation Supervisor Interviews: Dan Juden and Travis Farley were interviewed for the Recreation Supervisor position. **Motion** made and seconded to offer Travis Farley the Recreation Supervisor position, starting at Step 2; all in favor.
  - b) Playground at Devereux Beach: **Motion** made and seconded to approve the renovation of the playground to make it more handicapped accessible, with the Marblehead Family Fund contributing \$35,000.00, and Recreation & Parks contributing \$20,000.00 from the revolving account and beach fund; all in favor. Chip will create and sign a letter of intent to purchase from manufacturer.
- 5) **New Business:**
  - a) Youth Hockey Rental: Motion made and seconded to table discussion concerning Youth Hockey renting the Community Center on Saturday, November 15<sup>th</sup> until Tuesday, September 2<sup>nd</sup> at 7:30 PM. Tim will follow up with group and invite them to come to the meeting.
- 6) **Timekeeping:** Meeting Adjourned: 8:31 PM. Next meeting: Wednesday, August 6<sup>th</sup> at 7:00 PM in the Community Center.

*Attachments: Meeting Notice and Agenda; 1 permit application.*



RECEIVED  
MARBLEHEAD  
TOWN CLERK  
DATE POSTED:  
2014 JUL 25 AM 8:23  
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

Wednesday  
Day of week

July  
Month

30  
Date

2014  
Year

6:00 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. Topic: Recreation Supervisor interviews
3. Next meeting: TBD

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson Chip Osborne

Posted by: Recreation & Parks Department

Date: July 24, 2014

# Marblehead Community Center rental permit application

APPLICATION date: 7/18/14		APPLICANT (Name of person paying for the permit): Lauren Santacusanio			
DAY/DATE of event: 11/15/14, Saturday					
TIMES (begin & end times up to 3 hours; includes set up & clean up): 4:00 PM - 2-6 PM			NAME of group/organization (if applicable): Marblehead Youth Hockey		
Event description & expected attendance (use separate page if needed): Activities for Marblehead Youth Hockey and Canadian buddies.					
Circle room(s) requested:	Gym (note: no food or beverages allowed)	Game room	Dining room	Conference room	Arts & Crafts room
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: (7 hours over)					\$25.00 an hour 7 x 25 = 175
Staffing fee (Friday 5 PM - Sunday 10 PM):					\$25.00 an hour; minimum \$75.00

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 / <input checked="" type="radio"/> NO
<b>OFFICE USE:</b>		
Park detail required? (see detail sheet)	Staffing required to staff facility?	Insurance required?
YES / <input checked="" type="radio"/> NO	YES / <input checked="" type="radio"/> NO	YES / <input checked="" type="radio"/> NO
\$50.00	(\$75 minimum) \$100.00	Waived
*Security deposit	Staff Fee	Usage fee
\$3229		
7/18/14		
Dates paid and check numbers		

Lauren M. Santacusanio  
Signature of Applicant

Lauren M. Santacusanio  
Name (Please print clearly)

25 Rowland St., Marblehead  
Address

781-990-1661  
Telephone

(Continued on next page)

Contact about meeting  
on 8/14 @ 7 PM  
9/2 7:30 PM

- Rental fee waived,  
Staffing fee only

Per board 9/5/14