



TOWN OF MARBLEHEAD  
**Recreation & Parks Department**  
**Recreation and Parks Meeting Minutes**

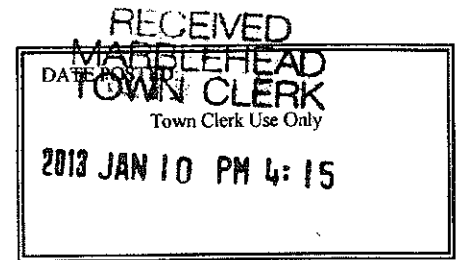


01/15/13

**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:** Jerry Tucker called the 01/15/13 meeting to order at 7:30 PM.
- 2) **Attendance:**
  - a) **Present (constituting a quorum):** Jerry, Linda, and Bob (7:35 PM).
  - b) **Absent:** Chip and Derek.
- 3) **Minutes of last meetings:** **Motion** made and seconded to approve the minutes of the 01/02/13 meeting; all in favor.
- 4) **Appearances:** **Walter Jacob, Architect:** Walter appeared to present the latest drawings of the Stramski building renovation plan (attached). Abutters Jill and Murray Goodman were also in attendance. Brendan explained that the Police Chief has been relayed the request for an increase in patrolling, and that the old deck has been removed. The Goodman's inquired if a permit for the deck removal was pulled; Brendan did not pull a permit since there is no addition happening at this time, but will check and see if any permits are needed for any future demolition. Discussion also included: security lights and cameras, project funding, scheduling of work, contractor estimates, roofing, lockers, and the "phases" of the project with the basement renovation being phase 1. After discussion, Brendan agreed to notify the Goodman's of any future meetings regarding the project and will have a plot plan done when the handicapped ramp phase of the project is ready to go forward. The Goodman's agreed to e-mail the Department if they see any loitering or vandalism happening so a paper trail can be established. The Goodman's also inquired about the fencing installation along the road that was part of the pier proposal. Brendan will check with Harbormaster for status; boulders may be used instead of fencing.
- 5) **Reports (see attached). Addendum:**
  - a) **Jim's:** no addendum.
  - b) **Brendan's:** no addendum; Brendan handed out a "Winter Projects" list (attached)
- 6) **Old Business:** See Brendan's report.
- 7) **New Business:** Brendan reported that Sam Ganglani has bought out a Sports store's inventory and offered the Department to look and see if there was anything usable; Jim and Brendan plan on taking a ride out to take a look.
- 8) **Timekeeping:** Meeting Adjourned: 8:35 PM. Next meeting TBD.

*Attachments: Meeting Notice and Agenda; Reports (2) with 1 attachment.*



## MEETING NOTICE & AGENDA

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

### Recreation and Parks Commission

Name of Board/Committee

Address of Meeting: Community Center, 10 Humphrey Street Room: Conf. Room

Tuesday  
Day of week

Jan.  
Month

15  
Date

2013  
Year

7:30 PM  
Time

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

Approval of minutes from January 2, 2013 meeting

1. Superintendent and Recreation Supervisor reports

Appearance: 7:40 p.m. - Walter Jacob, Stramski house update

Next Meeting: TBD

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: 1/10/13

PROJECT TEAM

**CLIENT**  
Stramski Yacht Club  
Marblehead, MA 01945

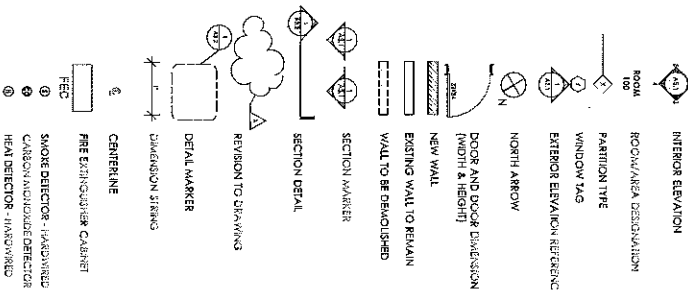
**ARCHITECT**  
Walter Jacob Architect, LTD  
3 Pleasant Street  
Marblehead, MA 01945  
T: 781-631-7440  
F: 781-631-7441  
W: [info@wjaarchitect.com](mailto:info@wjaarchitect.com)

**CONTRACTOR**  
TBD

ABBREVIATIONS:

ALUM. aluminum  
CLR clear  
CT curved tile  
CUB. cubing  
EFC fire extinguisher cabinet  
FEC Douglas Fir  
GFC ground fault circuit interrupter  
GPM gallons per minute  
HMC heating, ventilation & air conditioning equipment  
LCC lead coated copper  
MEP mechanical electrical & plumbing  
MNL medium  
NHL not in contact  
NHS not to scale  
O.C. on center  
PFP painted fire square foot  
PID painted  
T&G tongue and groove  
STL steel  
VIF verify in field  
VP vertical plaster on blackboard  
WD wood  
WP wetting paint  
REF refer  
O.H. over head  
R.O. rough opening

SYMBOLS



DRAWING INDEX

CS.1 Cover Sheet & Project Information  
A1.0 Basement Level Plan  
A1.1 First Level Plan  
A2.1 Elevations  
A2.2 Elevations  
A3.1 Bathroom, Staircase, and Interior Elevations  
A4.0 Basement Level Reflectance Ceiling Plan  
A6.1 First Level Reflectance Ceiling Plan  
A6.2 Second Level Reflectance Ceiling Plan

PROJECT DESCRIPTION

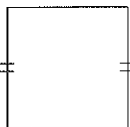
This project includes:  
The renovation of an existing basement level to construct an unconditioned locker room, restrooms and accessible bathrooms including showers, restrooms & locker space, women's and men's restrooms. Demolition will be by other except as noted. Roofing will be by other.

Walter Jacob Architect, LTD  
3 Pleasant Street  
Marblehead, MA 01945  
781-631-7440

CS.1

date  
scale  
drawn  
checked  
project  
AS SHOWN  
#CAD TECH  
2011-02-12

date	revision



STRAMSKI YACHT CLUB  
Stramski Way, Marblehead, MA 01945

Cover Sheet & Project Information  
10.02.12 Pricing Documents

Weller Jacob Architect, LTD  
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 Marblehead, MA 01945  
 781.631.7440

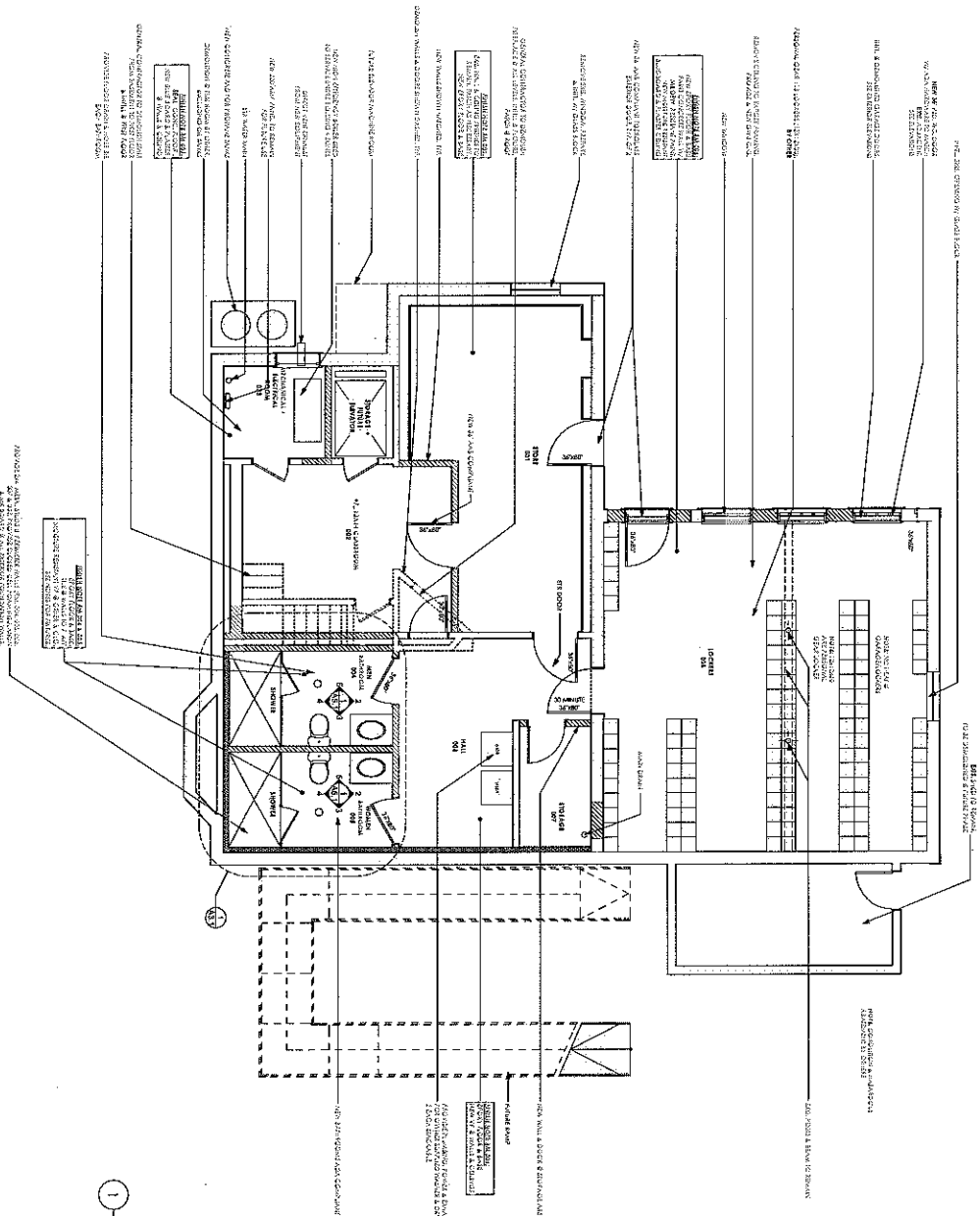
A1.0

date: 4/18/2011  
 scale: AS SHOWN  
 drawn: JCAD  
 checked: WJ  
 project: 2011-021

date	revision

NOTES:  
 1. THIS PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION.  
 2. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.  
 3. FINISHES ARE TO BE DETERMINED BY THE OWNER.  
 4. THE OWNER IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS.  
 5. THE DESIGNER IS NOT RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED BY THE OWNER.  
 6. THE DESIGNER IS NOT RESPONSIBLE FOR THE CONSTRUCTION OF THE PROJECT.  
 7. THE DESIGNER IS NOT RESPONSIBLE FOR THE MAINTENANCE OF THE PROJECT.  
 8. THE DESIGNER IS NOT RESPONSIBLE FOR THE OPERATION OF THE PROJECT.  
 9. THE DESIGNER IS NOT RESPONSIBLE FOR THE SAFETY OF THE PROJECT.  
 10. THE DESIGNER IS NOT RESPONSIBLE FOR THE ENVIRONMENTAL IMPACT OF THE PROJECT.

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



STRAMSKI YACHT CLUB

Stramski Way, Marblehead, MA 01945

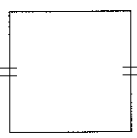
Walter Jacob Architect, LTD  
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Marblehead, MA 01945  
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A1.1

date  
scale  
drawing  
checked  
project  
2011-021

date

revision



STRAMSKI YACHT CLUB

Stramski Way, Marblehead, MA 01945

1 First Floor Plan  
SCALE 1/4" = 1'-0"

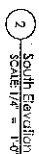
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3 ROOF

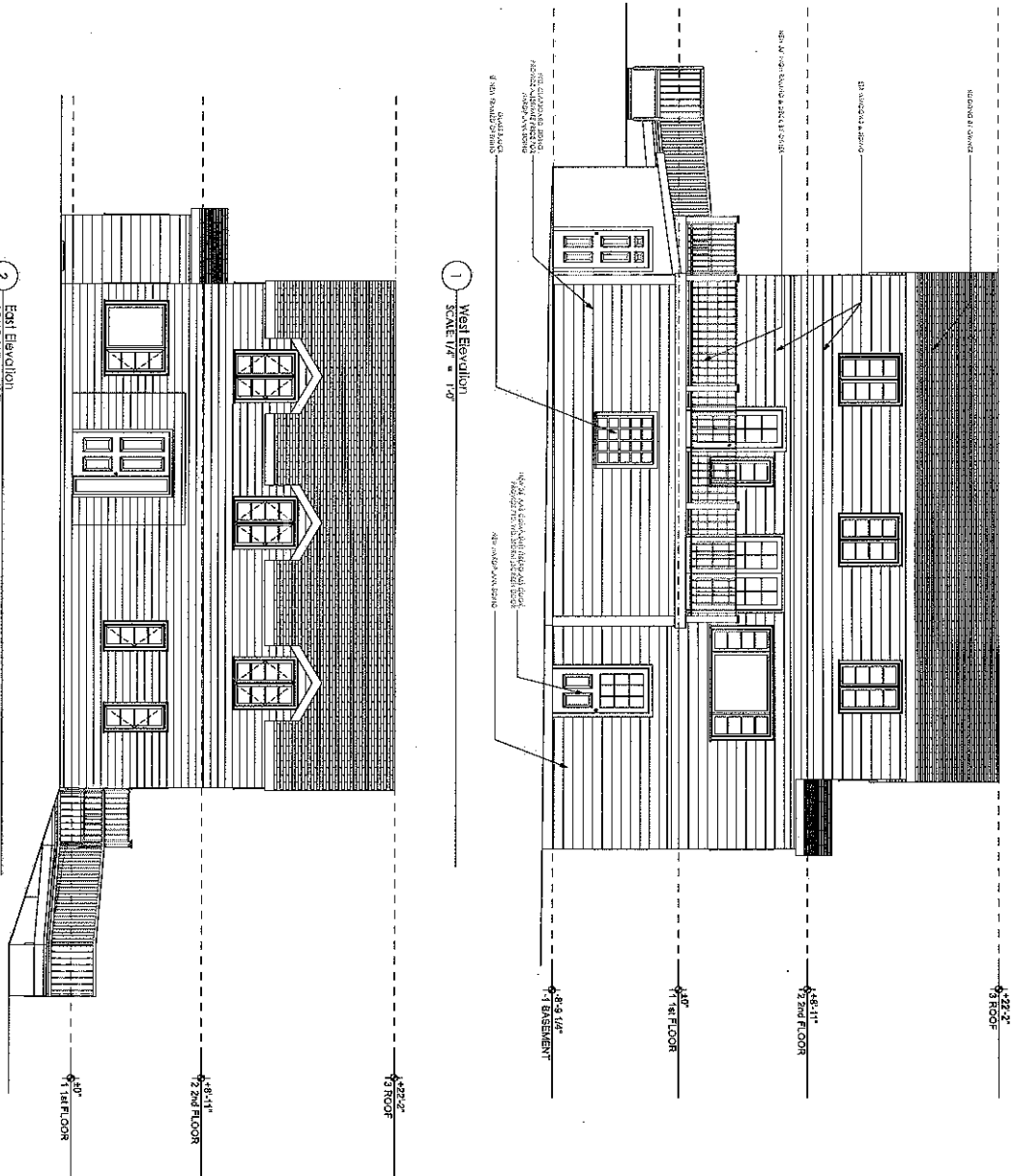
5'-9 1/4"  
-1 BASEMENT

date	08/08/2011
scale	AS SHOWN
drawn	@CAD Techni
checked	WJ
project	2011-021

[illegible]

1-16'-9 1/4"  
-2 FOUNDATION

1



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A2.2

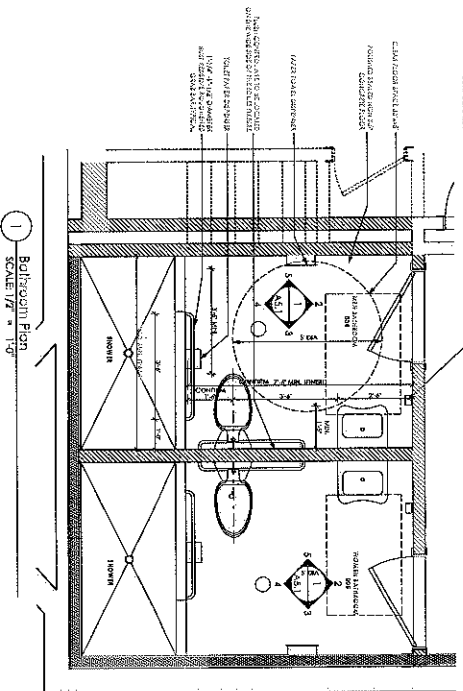
STRAMSKI YACHT CLUB

Stramski Way, Marblehead, MA 01945

Elevations  
10.02.12 Pricing Documents

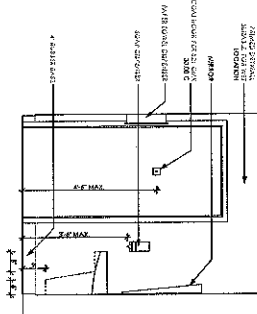
Walter Jacob Architect, LTD  
3 Pleasant Street  
Marblehead, MA 01945  
781.631.7440

DATE: 10/02/12  
BY: WJA  
CHECKED: WJA  
APPROVED: WJA

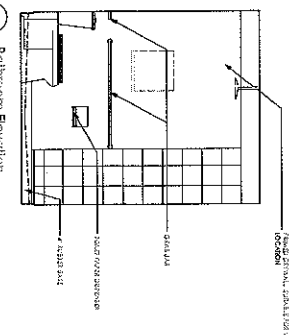


1 Bathroom Plan  
SCALE 1/4" = 1'-0"

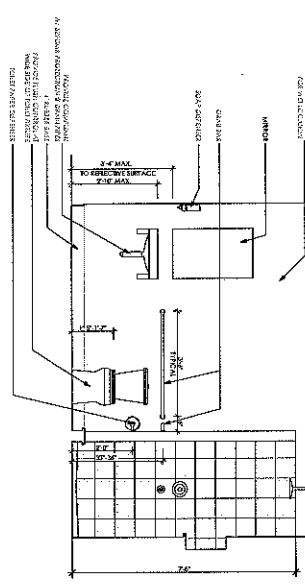
2 Bathroom Elevation  
SCALE 1/2" = 1'-0"



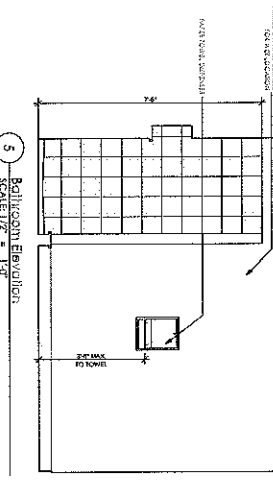
4 Bathroom Elevation  
SCALE 1/2" = 1'-0"



3 Bathroom Elevation  
SCALE 1/2" = 1'-0"



5 Bathroom Elevation  
SCALE 1/2" = 1'-0"



NOTE: PROVIDE ADA COMPLIANT BATHROOM  
INCLUDING ALL FIXTURES, FINISHES & GRAB  
BARS.

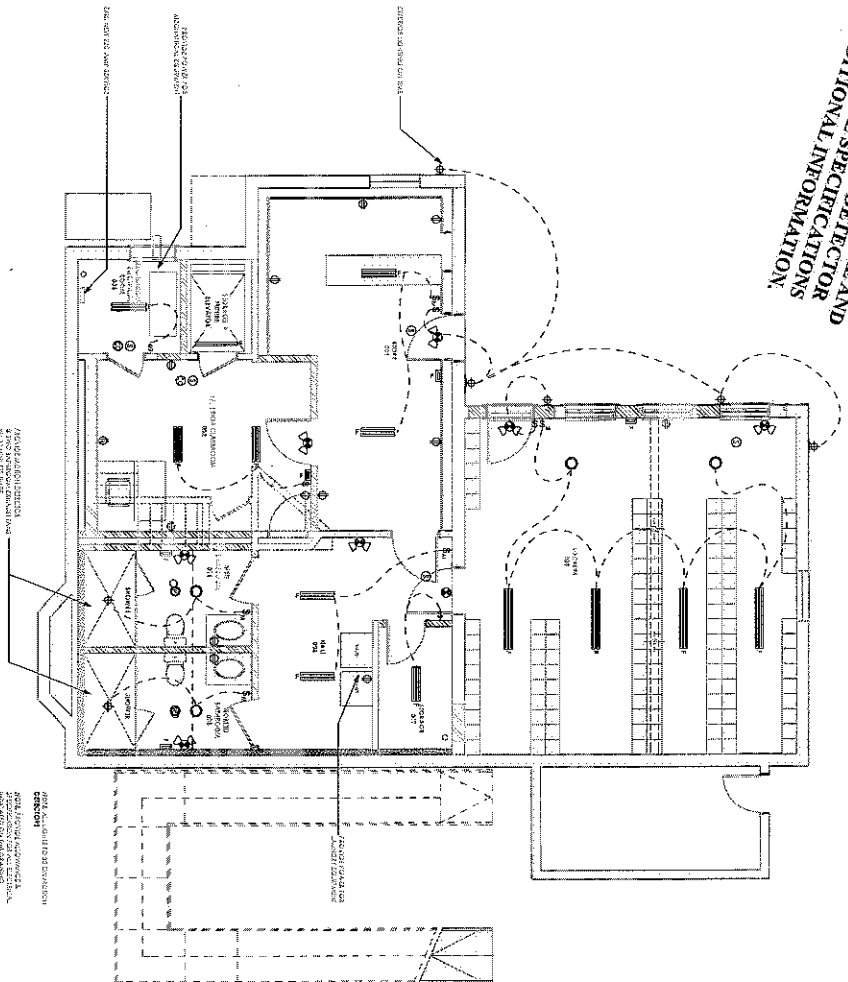
Bathroom Enlarged Plans & Interior Elevations  
10.02.12 Pricing Documents



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A6.0

SEE FLOOR PLANS FOR SMOKE AND CARBON MONOXIDE DETECTOR LOCATION. SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION.



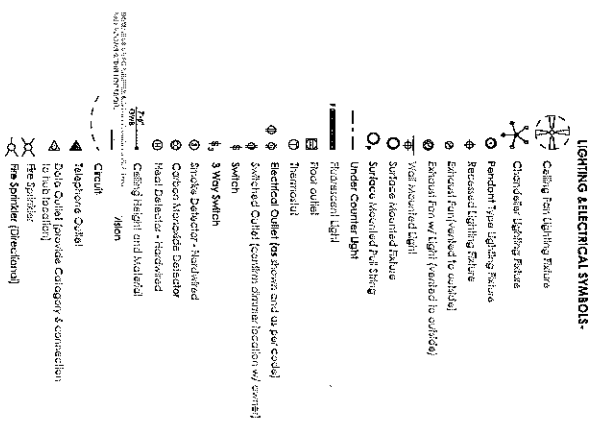
1 BASEMENT RCP  
 SCALE 1/4" = 1'-0"

- LIGHTING ELECTRICAL SYMBOLS-**
- ☼ Ceiling Fan Lighting Fixture
  - ☼ Chandelier Lighting Fixture
  - ☼ Pendant Type Lighting Fixture
  - ☼ Recessed Lighting Fixture
  - ☼ Extended Fan/Light (ventured to outside)
  - ☼ Exhaust Fan w/ Light (ventured to outside)
  - ☼ Wall Mounted Light
  - ☼ Surface Mounted Fixture
  - ☼ Surface Mounted Fixing
  - ☼ Under Cabinet Light
  - ☼ Fluorescent Light
  - ☼ Flex outlet
  - ☼ Interrupted
  - ☼ Electrical Outlet (on floor and/or per code)
  - ☼ Switched Outlet (Random alternate location w/ owner)
  - ☼ Switch
  - ☼ Switch w/ Motion Detector
  - ☼ 1 Box Jamo Switch
  - ☼ 3 Way Switch
  - ☼ Smoke Detector - Recessed
  - ☼ Carbon Monoxide Detector
  - ☼ Heat Detector - Recessed
  - ☼ Fan Alarm w/ Smoke Light
  - ☼ Ceiling Fan/Light and Alarm
  - ☼ Cable Tray/Run
  - ☼ Chiller
  - ☼ Thermostat Outlet
  - ☼ Data Outlet (provide Category 6 connection)
  - ☼ Fire Sprinkler
  - ☼ Fire Sprinkler (Traveler)
  - ☼ Exit Sign
  - ☼ Exit Sign w/ Lights

Basement Level Reflected Ceiling Plan  
 10.02.12 Pricing Documents

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Marblehead, MA 01945  
781.631.7440

date	2011-021
scale	AS SHOWN
drawn	3DCAD Techni
checked	WJA
project	2011-021



## First Level Reflected Ceiling Plan

Stramski Way, Marblehead, MA 01945



Jim Sullivan  
Recreation Supervisor, Town of Marblehead  
Tuesday, January 15<sup>th</sup> 2013

## Recreation Supervisor Report

### Programming Updates

- Winter Programming off to a strong start
  - Winter Track 19 enrolled,
  - H.S. Futsal Club 13 Enrolled
  - Multi Sports – Tues/Thurs Sessions Sold OUT
  - Mini Sports 7
  - Children's Pottery 3
  - Girls Volleyball 10 (starts tomorrow)
- Indoor Park and Play has been averaging close to 25 participants each week!
  - \*42 children on 1/4
- Daddy Daughter Dance Update: 25 tickets already sold, hoping to sell 100 +
  - DJ has been confirmed
  - A few local businesses advertising the dance, Orange Leaf and A Dancer's Dream
- Many folks have been commenting on our Facebook page, constant email notifications and the new programming guide. Parents are continuing to ask about online registration.

### Facility & Parks

- Received all quotes for security cameras from Tyco & Instant Alarm. I will be reviewing them with Brendan tomorrow afternoon.
- Purchased 2 new portable soccer nets for indoor/outdoor use (H.S. Futsal, Jr. Soccer)
- Purchasing 4 new nets for our Badminton Program, current stringing/netting has become much worn. Apparently new nets were purchased last year by Mike L., however they were not compatible with the current polls, too heavy.

**Recreation Commission Meeting**  
**January 15, 2013**  
**Superintendent's Report**

**Stramski House**

The deck on the back of the house has been removed and the existing rubber roof has been cleaned off. The staff has also started clearing the basement of unwanted items. I expect a demo plan for the basement in the next week.

**Devereux Beach**

The contracts for a Quonset hut and for maintenance and repair of floats have been completed. I am waiting for an updated policy from Town Counsel before the contracts can be agreed to.

**Fields / Playgrounds**

The Marblehead All Sports Foundation has continued forward with their plan for a synthetic surface at Piper Field. Last week eight (8) test pits were dug around Piper to look at subsurface conditions. From what I have been told a full report will be given to the group in a few weeks.

The Park staff removed the larger rocks that were uncovered and graded the test pits for the winter. I plan to work with the Marblehead All Sports Foundation on getting sod for the spots in early spring. The center of Piper was prepared first and then covered with a turf blanket.

**Old Business**

- I have sent Mike Ruth an email to remind him I would like to meet about possible grants to help with Reynolds Playground.
- I received the last of the quotes for testing (geotechnical, topographic survey and wetlands flagging) and will give my recommendation at the next meeting.
- Reynolds lights – I have a letter ready to go to the abutters of the rink but have not received the abutters list from Conservation yet. I have asked the Assessor's office to assist with this and hope to get it tomorrow.
- Benches for Memorial Park – we had a request in December for a bench at Memorial Park for the Doliber sisters. At that time it was requested I have a conversation with the Veterans Agent about those benches being used for non-Veterans. After speaking with him in December, he is fine with the benches on Essex St. and Pleasant St. being used for non-Veterans.
- The State of the Town address was Tuesday, January 8. We have been given our budget guidelines for FY 14 and we are going with a level funded budget, except for contractual obligations. I will email a copy of the budget to all commissioners before the next meeting. We are scheduled to go before the Finance Committee on Monday, February 25, 7:00 p.m. in the Mary Alley Building conference room.

**New Business**

**Next Meeting:** January ?, 2013

# **Winter Projects 2013**

## **Parks / Playgrounds**

- Paint all public trash barrels
- Repair and paint all picnic tables
- Repair / replace old sections of boardwalk that have been stored at the beach.

## **Stramski House**

- Remove deck from garage at the Stramski house.
- Clean out basement and garage.
- Remove the garage ceiling to provide access to roof joists.

## **Community Center**

- Clean out Game room and back storage area
- throw out unused equipment.

## **Vine Street**

- Inventory all equipment and supplies
- Place unused equipment on surplus list to be offered to other departments or auctioned on Muni-Bid.