



TOWN OF MARBLEHEAD

Recreation & Parks Department

Recreation and Parks Meeting Minutes



02/21/13

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:** Chip Osborne called the 02/21/13 meeting to order at 7:02 PM.
- 2) **Attendance:**
 - a) Present (constituting a quorum): Chip, Jerry, Linda, and Bob (7:35 PM).
 - b) Absent: Derek.
- 3) **Minutes of last meetings:** **Motion** made and seconded to approve the minutes of the 02/05/13 meeting; all in favor.
- 4) **Reports: Tabled.**
- 5) **Appearance:** Molly Williams, Executive Director, Marblehead for Teens appeared with members of their board to discuss the proposal to be given dedicated space in the Community Center for a Teen Center (attached). Also in attendance were the following COA Board members: Pat Roberts, Freda McGuire, Cathy Brown, Reverend Clyde Elledge, Jean Louizos, Ed Bell, and Dana Denault. Molly presented an article from 1997 when the Center first opened that quoted then Recreation Supervisor Jeff King's ideas for a teen center at that time (attached). Discussion included staffing, scheduling, funding and fees, and the history of this being tried before, and that an article in the Boston Globe suggesting this proposal is a "done deal" is a concern. While both Boards agreed that they are willing to work with MFT, the fact that the Center is already well used by numerous community groups, leagues, scouts, boards, and especially as space for both COA and Recreation & Park program scheduling, makes giving dedicated space to any one organization unlikely as the rooms need to remain multi-functional. Pat Roberts stated there are over 3200 seniors being serviced by COA presently and the population is growing, and Chip Osborne added Recreation and Parks services the entire spectrum of citizens from toddlers to adults. Chip also noted that the proposal to have YMCA staff supervising programs in the Community Center won't work as the YMCA is a private organization with their own facility and are not to be involved with municipal programming on municipal properties. Chip also noted there are budget, legal, and other particular details involved with managing a municipal building that must be addressed. Members of MFT spoke and reiterated the particulars of their proposal, especially that a place for teens to go and "hang out" is needed. After discussion, both Boards agreed to take the matter under advisement and schedule another meeting between them soon to discuss the proposal in more detail. The COA Board concluded their meeting at 8:15 PM.
- 6) **Old Business:**
 - a) Float storage and repair: A float repair application has been received from Peter Noyes (attached). **Motion** made and seconded to approve pending receipt of \$5000 security bond and signed contract; all in favor.
 - b) Contract for Dave Haley: After discussion, **Motion** made and seconded to approve contract for Dave Haley; all in favor.
 - c) Storm damage to beach: Brendan is working with both State and local authorities to repair the storm damage at Devereux.
 - d) FY2014 budget: Chip and Brendan are meeting with a FINCOM representative on Monday morning; the meeting with the full Finance Committee is on Monday evening. Budget is again level funded.
- 7) **New Business:**
 - a) Correspondence (attached): The following were approved pending receipt of any outstanding fees or proof of insurance:
 - i) YMCA application: **Motion** made and seconded to approve; all in favor.
 - ii) Marblehead All Sports application: **Motion** made and seconded to approve and waive fee; all in favor.
 - b) Illegal use of park property (information attached): After discussion, **Motion** made and seconded to have Brendan contact the party and tell them to cease and desist from using public properties for private business; all in favor.
- 8) **Timekeeping:** Meeting Adjourned: 9:05 PM. Board discussed and asked Brendan to propose a meeting to COA for Wednesday March 6, 2013 to further discuss Marblehead for Teens proposal; Brendan will coordinate.

Attachments: Marblehead for Teens proposal and attachment (1); permit applications (2); Illegal program information (1)

MARBLEHEAD COMMUNITY CENTER

www.marblehead.org

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420



DATE POSTED:

Town Clerk Use Only

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: Game Room

Thursday

Day of week

February

Month

21

Date

2013

Year

7:00 PM

Time

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

Approval of minutes from February 5, 2013 meetings

Appearances: 7:00 p.m. Molly Williams - Marblehead for Teens

1. Superintendent and Recreation Supervisor reports
2. Devereux Beach

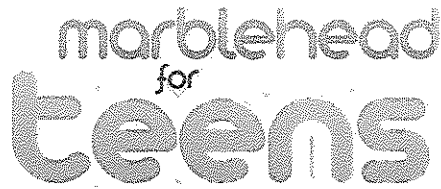
Next Meeting: TBD

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: 2/15/13



MFT Proposal to the Marblehead Recreation and Parks and Council on Aging

February 2013

About Marblehead for Teens:

Marblehead for Teens is a 501(c) 3 organization whose core mission is to cultivate resiliency in our youth and create an environment in Marblehead that is welcoming to teenagers. The centerpiece of our vision is the establishment of a “teen-managed, adult-supported” teen center – a space that will serve as an incubator for healthy social activities, innovative community projects and partnerships, and positive life skills development.

Marblehead for Teens’ first major initiative, to be held at the Marblehead Community Center on March 12, is a Teen Job & Resource Fair. This event represents both our Teen Leadership Council identifying an important need in the community they want to address (i.e. summer employment for teens) and the powerful collaboration that is unfolding among the youth organizations in the community, including the Recreation and Parks Department, the YMCA, the JCC, and the middle and high schools, to address youths’ needs on a broader scale.

Summary of Proposal to the Recreation and Parks Department and the Council on Aging:

The Marblehead Community Center has been identified by both teens and adults as an ideal location for the initiation of a teen center. We have received consistent feedback from the community that the Community Center, as an intended multi-use public facility, would be a logical starting point for MFT to introduce a teen center to the community.

In November, MFT’s Teen Leadership Council began meeting in the Game Room once a week to organize themselves as a leadership body, to identify teen projects, and to envisage a space they could call home. When presented with the idea of using the Game Room itself as a prospective (part time) teen center, the teens responded with great enthusiasm. The size of the room, the Community Center’s location adjacent to the high school, and the benefits of the gym were immediate draws. The only request was that there be some (acceptable) changes to décor to make this room a “cool, fun space for teens.” Recognizing that the Game Room is used by the Council on Aging and other community groups, we want to be respectful of the multiple interests and demands on the Game Room, and believe we offer the necessary safeguards in our proposal.

Marblehead for Teens believes that our proposal will not only enhance the enjoyment of the Game Room for the seniors and all other groups that use the room, but that by launching a teen center at the Community Center, the Recreation and Parks Department will be revitalized in its teen outreach and programming.

APPLICATION

Proposed Days and Hours of Operation:

1. Tuesday, Thursday: 2:30 pm – 5:30 pm

Room requested: Game Room

Expected attendance: 5-20 high school youth per afternoon

Supervision: YMCA Staff (1) and/or MFT Staff/Adult Volunteer (1)

The YMCA, under the Marblehead for Teens Collaboration umbrella, is offering to help supervise and staff the teen center on these two afternoons. We will be offering both unstructured “high school teen time” in addition to hosting a structured teen activity (run by the YMCA.) There will not be any fee associated with these activities.

2. (2) Fridays Per Month: 6:00 pm – 10:00 pm

Rooms requested: Game Room, Gym

- (1) The Teen Leadership Council will organize a High School Teen Night one Friday every month. Scheduled activities may include things like a teen dance, dodgeball, open mic night, movie night, etc...

Expected attendance: 15-50 youth per evening

Supervision: MFT Staff or Adult Volunteer (2); Teen Leaders; police details for specific events that may warrant such additional security

- (2) The YMCA will organize a High School Teen Night one Friday every month, under the Marblehead for Teens Collaboration umbrella.

Expected attendance: 15-50 youth per evening

Supervision: YMCA Staff (1); MFT Staff or Adult Volunteer (1); Teen Leaders

Marblehead for Teens may charge a nominal fee to be determined, but no other organization that may be involved (e.g, YMCA, JCC) will charge a fee.

Projected Timeframe:

We would like to start operating the teen center beginning April 2. During the month of March, pending approval, we would like to renovate the Game Room, as proposed below.

During the summer months of July and August, we anticipate continued use of the Game Room and Gym on a minimum of two Friday evenings per month. Our weekday afternoon schedule will likely be modified. We will submit a revised proposal for those hours as soon as possible.

Game Room Proposal:

Marblehead for Teens, with the input of its Teen Leadership Council, is requesting that changes be permitted to the décor of the Game Room. Our goal is to create a space that is inviting to teenagers, for both spending time doing homework afterschool, participating in teen-organized activities, and safely gathering during weekend nights for fun, social events and activities.

Requested design (all to be provided by MFT):

- Lounge area: couches, coffee tables, area rug (to be set up in back area behind curtain)
- Café corner: small refrigerator and snack cabinet (both to be locked)
- Resource center: bookshelf for kids to swap out books freely
- Study area: tables, chairs
- Flat screen TV; game system; stereo
- Wi-fi access
- Special lighting to eliminate need for overhead fluorescent lights (i.e. table and standing lamps)
- Ping pong
- Paint walls new color(s); hang artwork and/or posters
- Curtains for windows

The teens' proposed design for painting the walls and hanging artwork or posters will be carefully supervised by Marblehead for Teens to ensure that the room décor is appropriate for both seniors and young people. After each use, the front room will be cleaned and all furniture will be placed behind the curtain so that the front room is completely clear for use by other groups.

We do request that all other items currently being stored in that back area, with the exception of the ping pong table, be removed and stored elsewhere. We would also appreciate being given some storage space inside the closet if possible for supplies or special items that may need to be locked between uses.

Liability Insurance:

Marblehead for Teens will have liability insurance coverage in place prior to operating as a teen center in April.

Fee Waiver Requested:

We are requesting a fee waiver for all room rental fees, however, because our Friday night usage will incur staffing charges for Recreation and Parks, we offer to pay those fees.

Program Review:

Marblehead for Teens intends to work closely with the Recreation and Parks Department staff to monitor what is working well and identify opportunities for increased participation and improved outcomes. At the end of 6 months, we will formally review our program with the Recreation and Parks Commission and Council on Aging.

Conclusion:

We greatly appreciate the consideration that is being given to Marblehead for Teens' proposal. We are excited to work with both the Recreation and Parks Department and the Council on Aging to create an even more vibrant, welcoming public space that enhances the entire community's enjoyment of this building. Our teens, in particular, thank you for listening and responding to their request for a place to call their own.

MARBLEHEAD REPORTER 1987-
— 1 month after Community Center's opening

More than just a new building

Youth, seniors take part in range of programs at Community Center

BY SEAN DOYLE
REPORTER STAFF

Nobody can accuse the new Marblehead Community Center of discriminating against any age group. Between the center's two occupants, the Recreation, Parks and Forestry Department and the Council on Aging, the new building at Tent's Corner offers activities for anyone old enough to crawl or young enough to still show off those line-dancing moves. While some structural kinks in the building are yet to be worked out, the programs have gone forward and brought the structure to life.

Jeff King, Marblehead's recreation supervisor, said the after-school hours have been popular with youngsters so far. The open gym and game room offer kids places to hang out, burn some energy or just kill time between 3 and 5 p.m. Monday through Thursday. On Friday and Saturday both are open from 3 to 10 p.m.

"We also have a floor hockey program, which has been very successful, and that uses half the gym," King said. "But we've made the effort to use only half of it, so the kids can still shoot hoops if they want. Even though we're doing something structured on one side, we want to keep it open for anyone who just wants to come in and shoot around."

On Wednesdays, for example, Rec & Parks offers basketball as an activity, but the other half of the gym, featuring open for others, King said, the building

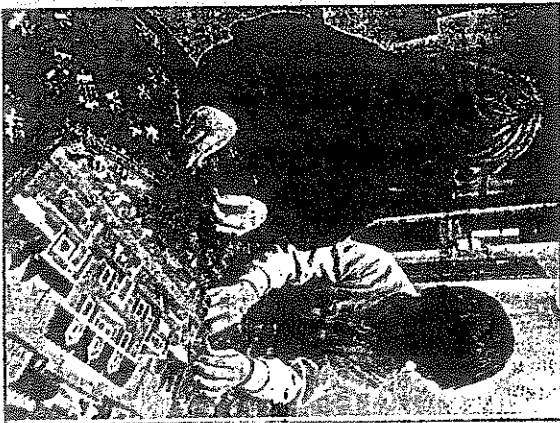


PHOTO BY ROB BRANCH
Megan Mitchell, 9, and Tyler Scott Morgan, 8, work on a jigsaw puzzle at the new Community Center, formally opened last month.

had been drawing about 50 kids a day, and the center just began enforcing its membership policy after allowing people to come in an check it out for free.

Annual membership cards are \$25 for an individual or \$50 for a family, and that membership entitles anyone to come into the gym or game room for free. It is

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Center ...

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also good for a discount on the other programs.

"And I think it adds to parents' peace of mind, as far as the safety and security of the building," King added. At the front door, anyone coming in now needs to ring a buzzer to get in, and the kids are only allowed to enter or exit through that door.

Rec & Parks also offers low-key sporting activities for adults, the most popular being pick-up basketball on Monday and Wednesday nights and pick-up soccer on Thursday nights. An informal Tuesday-night floor hockey program is also on the bill, but King said the low turnout could result in that being changed to another sport, such as volleyball.

Adult sports, which run from 7 to 10 p.m., are free with a membership and are \$5 a day for non-members. Youth sports cost each non-member \$1 a day.

"We weren't given money for increased staff or maintenance," King explained, "so we have to generate money through program fees or membership fees. The residents built this place, and we want to keep it open for them to use. Our goal is to have it open from 8 in the morning to 10 at night, seven days a week. However, we can't do that yet because we don't have the funds.

We're trying to generate the funds to meet that obligation and be open to the town."

Both the game room and the gym are under adult supervision when open. And while King enjoys the or-

ganized sports activities, he says the open hang-out areas are just as important to the center.

"There's so much structure in these kids' lives," he said. "They go from school to piano practice to soccer practice to homework. We want to give them the opportunity to hang out in a supervised atmosphere."

The game room features a large-screen television, free bumper pool, football and ping-pong tables as well as a billiards table, an air hockey table, four video games and a pinball machine, which are coin-operated. The Rec & Parks Department receives a commission from the coin-op proceeds, and that money goes back into maintaining the programs.

"One thing we've re-opened is indoor park," King added. "We had put it on hiatus because School Street was in such a dilapidated condition, but we went out and purchased new mats and things for the kids to crawl on and in."

Indoor park, a time for parents to come down to the center and let their toddlers run around, meets from 9 to 11 a.m. Tuesdays and Thursdays. It's another program that's free for members and \$5 for non-members.

The department is also trying to expand its options for working adults and teenagers, two of the more difficult groups to cater to. For adults, early-morning and Monday-evening yoga classes are

Continued from page 1

Center ...

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offered, as well as arts and crafts sessions and a lecture from a certified herbalist. King admitted that he was still searching for more teen-centered ideas, but he is looking into offering cooking and Internet classes.

"We want to try to do something for teen-agers," he said. "Paul Crosby from the Marblehead Counseling Center and I have been working on a summer teen program, but you need it all year long, because this is the age when kids start becoming at risk. They have a lot of things presented to them at that point in their lives, and we want to give them options to help them make the right choices. I see that as being an extremely important part of what we do."

In the future, he is hoping to offer woodworking classes in the soon-to-be-completed wood shop and to put a preschool playground behind the building. He's also working on a program to get kids involved with the police department, and new badminton courts were painted in the gym just last week.

King is also trying to get a bus stop at the center, making it easier for kids to get there after school, and he added that he was always open to new program ideas as well as anyone interested in being an adult supervisor. While the Council on Aging holds most of its programs during the day, they are no less varied than those of Rec & Parks.

The COA offers eight weight-training classes, five yoga classes, three low-impact aerobics sessions and a tai chi class, all of which run year-round. In addition, there is an arts and crafts group, a cribbage group that plays once a week and a bridge group that meets twice a week.

There are also workshops on flower arrangement and creative writing, and the COA occasionally brings attorneys in to discuss issues pertinent to the older set.

"We keep them up to date on things like Medicare issues and estate planning," said Maxine Stromberg, the COA's program director. "A nurse from the Visiting Nurses Association will come in about once a month to discuss a particular ailment, and they also come here to get blood pressures every few months."

Art classes are offered — right now it's a stained-glass course — as well as tap and country-line dancing classes. The COA also teaches a little wood carving and offers an in-town bus service to help people to get to



Patrick Groff, center's gym handrester or

Next month, trip to Atlantic will be taught COA was also

"It's been a few months between Rec & Parks and King agreed buddy system.

"It's gone we almost daily. If get along and

**Marblehead Recreation and Parks Department
Float Maintenance and Repair Application**

DATE 2/5/13

To: Town of Marblehead, Recreation & Parks Department

NAME: West Shore Marine, Inc.

ADDRESS: 421 Ocean Ave Marblehead MA 01945

PHONE: (Home) 781-789-2498 (Cell) _____

DESCRIPTION OF ITEM(S) TO BE REPAIRED / BUILT: 40' Float

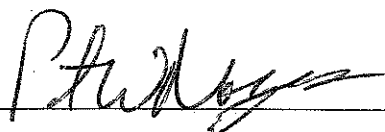
Licensee shall at all times comply with the Order of Conditions, 40-1095, dated October 17, 2012 attached hereto, for the activity at Devereux and Riverhead Beach and any other applicable rule, regulation, statute or bylaw. Floats can be repaired / built in the designated area only and must be removed from the area no later than Monday, May 1, 2013

Permit Fee: \$250.00 per float

For: _____ float(s).

Length	x	Width	=	Square Feet	@	\$250.00
<u>40</u>	x	<u>24</u>	=	<u>960</u>	@	\$250.00
_____	x	_____	=	_____	@	\$250.00
_____	x	_____	=	_____	@	\$250.00
_____	x	_____	=	_____	@	\$250.00

TOTAL: 250.00

Signature: 

Check #: 1772 (Make check payable to Town of Marblehead)

NAME: _____ has permission to repair / build the above float(s) as in the designated area as outlined above.

Signed: _____
Superintendent, Recreation & Parks Department
10 Humphrey Street, Marblehead, MA 01945 phone: (781) 631-3350

Town of Marblehead Recreation & Parks Department

Application for park permit

APPLICATION date: 1/30/13	APPLICANT (name of person paying for permit): Lynch/van Otterloo YMCA
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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, June 16, 2013	TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): 1pm - 4pm
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EVENT DESCRIPTION & expected attendance (use another page if needed):

Amazing Family Race - A town wide race for families to complete various

FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee):
Corner of Seaside Park to the right of Grand Stand.

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.

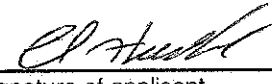
CANCELLATIONS / REFUNDS: requests **must** be in writing at least 5 business days before event (sorry, no "rain out" refunds).

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) <u>due to hardship</u> ? (waivers determined at next Board meeting)	YES / NO
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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

Emily Hudak
Name (Please print clearly)

40 Leggs Hill Rd, MLD
Address

781-990-7044
Telephone

Approved by:

Superintendent, Recreation & Parks Department

Date approved

2/28

8:00pm

Dining Room

Marblehead Community Center rental permit application

APPLICATION date: 1/28/2013		APPLICANT (Name of person paying for the permit): Derek Norcross			
DAY/DATE of event: 2/28/2013					
TIMES (begin & end times up to 3 hours; includes set up & clean up): 8:00 - 9:30 pm			NAME of group/organization (if applicable): Marblehead All Sports Foundation		
Event description & expected attendance (use separate page if needed): Meeting with Pipes Field Abutters regarding usage, lights, etc.					
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:				\$25.00 an hour	
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 / 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)	\$ 50.00			
*Security deposit	Staff Fee	Usage fee			
Dates paid and check numbers					

Derek Norcross
Signature of Applicant

Derek Norcross
Name (Please print clearly)

3 Longview Drive
Address

617 838 1770
Telephone

(Continued on next page)

Tucker, Gerald P.

From: Tucker, Gerald P.
Sent: Thursday, February 21, 2013 8:47 AM
To: Tucker, Gerald P.

Sports & Recreation, Outdoor

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Gung fu and boxing in the park

24 February

Sunday, February 24, 2013, 11:00 am

Chandler Hovey Park, Follett St & Kimball St, Marblehead, MA | [Get Directions »](#)

\$12.00

Two hour gung fu class and boxing workshop ,covering ,JKD chi sao drills ,Foot work,Wing chun's sil lim tao form
.,Building block combinations,and functional power lifting exercises

Hi All anyone who wants to join us let us know and we will add you

this will be a weekly class,each week will cover different aspects of training while working on improving already
covered material the drop in fee is \$12 ,there are also long term class cards and Monthly membership options . All
level participants are welcome

we look forward to seeing all that attend

42.50448

-70.83292

primary

Gung fu and boxing in the park

Weekly on Sundays, 11:00 am–2:00 pm

Chandler Hovey Park

Follett St & Kimball St, Marblehead, MA

/listings/chandler-hovey-park

231898

/locations/7177480