



TOWN OF MARBLEHEAD

Recreation & Parks Department

Recreation and Parks Meeting Minutes



02/27/13

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 02/27/13 meeting to order at 5:45 PM.
- 2) **Attendance:**
 - a) Present (constituting a quorum): Chip, Jerry, and Linda.
 - b) Absent: Derek and Bob.
- 3) **Minutes of last meeting:** **Motion** made and seconded to approve the minutes of the 02/21/13 meeting; all in favor.
- 4) **Deliberation:** Members of the Recreation and Parks Commission met with COA Board members Pat Roberts, Freda McGuire, Cathy Brown, Jean Louizos, Liz Michaud, and Dana Denault to discuss the proposal from Marblehead for Teens presented at the 02/21/13 meeting. Discussion included staffing and supervision, scheduling, fees, redecorating, food, cleaning, legal issues, and access. After discussion, **Motion** made and seconded for the Recreation and Parks Department to enter an agreement with Marblehead for Teens to allow a 90 day trial period for use of the Game Room 2 weekdays a week (days to be determined) from 2:30 to 5:30 PM, and the Gym 2 Friday evenings a month (dates and times to be determined). A written agreement is to be created and coordinated by Brendan, Pat, Jim, and Molly explaining specific responsibilities, rules, and regulations regarding: usage, storage of equipment, and any redecoration or additions to room with costs paid for by Marblehead for Teens. Fees for building rentals will be waived for the 90 day trial period; Normal Friday evening staffing fees will be paid for by Marblehead for Teens. This is contingent upon the written agreement being approved by Town Counsel. Brendan and Jim will act on behalf of the Recreation and Parks Commission with any coordination or issues as they arise.
- 5) **Old Business:** None.
- 6) **New Business:** Correspondence (attached):
 - a) MS Society application: **Motion** made and seconded to approve as requested; all in favor.
 - b) Rotary Club application: **Motion** made and seconded to approve as requested; all in favor.
 - c) 2 Legal Notices: No actions required.
- 7) **Timekeeping:** Meeting Adjourned: 6:46 PM.

Attachments: Meeting Notice and Agenda; permit applications (2); Legal notices (2)

MARBLEHEAD COMMUNITY CENTER

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

www.marblehead.org

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: Dining Room

| | | | | |
|------------------|-----------------|-----------|-------------|----------------|
| <u>Wednesday</u> | <u>February</u> | <u>27</u> | <u>2013</u> | <u>5:30 PM</u> |
| Day of week | Month | Date | Year | Time |

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

Approval of minutes from February 21, 2013 meetings

Joint meeting of Council On Aging Board and Recreation and Park Commission to discuss Teen Center proposal.

Next Meeting: TBD

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Brendan Egan

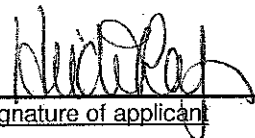
Date: 2/22/13

Town of Marblehead Recreation & Parks Department

Application for park permit

| | | | | | |
|---|--|--|---|---|--|
| APPLICATION date: <u>2/22/2013</u> | | APPLICANT (name of person paying for permit): <u>National MS Society Heidi Roy</u> | | | |
| 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 <u>naming the Town of Marblehead as an additional insured</u> is REQUIRED to be provided with the request <u>at the time of application</u> . | | | | | |
| EVENT Day & Date: <u>Saturday April 27, 2013</u> | | TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): <u>7am - 2pm</u> | | | |
| EVENT DESCRIPTION & expected attendance (use another page if needed): <u>Walk MS Marblehead 2013 400 walkers expected</u> | | | | | |
| FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee): <u>Devereux Beach parking lot to use as a rest stop and Chandler Hovey park</u> | | | | | |
| 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 <u>prohibited</u> 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 <input type="radio"/> NO <input checked="" type="radio"/> |
| 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
HEIDI ROY
 Name (Please print clearly)
101A First Avenue
Waltham MA 02451
 Address
603-623-3502
 Telephone

Approved by:

Superintendent, Recreation & Parks Department

Date approved

Town of Marblehead Recreation & Parks Department

Application for park permit

| | |
|---|---|
| APPLICATION date: FEB. 25, 2013 | APPLICANT (name of person paying for permit): ROTARY CLUB OF M'HEAD - F. Carlton Siegel |
| 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 <u>naming the Town of Marblehead as an additional insured</u> is REQUIRED to be provided with the request <u>at the time of application</u> . | |
| EVENT Day & Date: EASTER EGG HUNT - MARCH 31, '13 | TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): 1 PM to 2 PM |
| EVENT DESCRIPTION & expected attendance (use another page if needed): HILL AT SEASIDE PARK - 200 CHILDREN + PARENTS | |
| FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee): NONE | |

| 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 |
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| Non - resident fee: | \$50.00 | Due upon approval | | | |
| Catered event (Clambake, etc.) | \$2 per person; minimum \$100.00 - \$50 Security Deposit | | | | |

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| | | |
|---|----------------------------------|--|
| Request fee waiver(s) <u>due to hardship</u> ? (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) | | |

F. Carlton Siegel
Signature of applicant

F. CARLTON SIEGEL
Name (Please print clearly)

98 EVANS RD
M'HEAD, MA
Address

781-771-6394
Telephone

Approved by:

Superintendent, Recreation & Parks Department

Date approved



**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

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

The Board of Appeals will hold a public hearing on **Tuesday, February 26, 2013 at 7:45 PM** in the Selectmen's meeting room of Abbot Hall, 188 Washington Street, Marblehead, on the application of **Neil McCann & Kathryn Heithaus** to vary the application of the present Zoning By-law by allowing a Special Permit to expand an existing deck and add a trellis, and also allow an existing shed and an existing roof over a front deck to remain at **37 Shepard Street, Map 137 Parcel 49**, in a Single Residence District. The new construction is on a pre-existing non-conforming property that has less than required lot area, front yard setback and side yard setback. The existing shed is in the rear yard setback and side yard setback and the existing roof is in the front yard setback.

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



Town of Marblehead Planning Board

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

Legal Notice Site Plan Approval Public Hearing Marblehead Planning Board

The Marblehead Planning Board will hold a public hearing on the application of the Town of Marblehead Board of Health for the construction of a new transfer station and improvements associated with the Landfill capping. The project is located at 5 Woodfin Terrace and abutting parcels (Map 153 Lot 1, Map 160 Lot 9A, Map 160 Lot 10, Map 160 Lot 37, Map 160 Lot 38, Map 160 Lot 39, Map 161 Lot 2, and Map 161 Lot 3,) within an Unrestricted District. This public hearing will be held under Section 200 -37 of the Marblehead Zoning Bylaw on Tuesday February 12, 2013 at 8:00 pm in Abbot Hall, in the Selectmen's meeting room. All interested persons are invited to attend. Plans are on file and available for review at the office of the Town Engineer Mary Alley Building 7 Widger Road.

Philip Helmes
Chairman