



TOWN OF MARBLEHEAD
Recreation & Parks Department



Recreation and Parks Meeting Minutes

05/10/2016

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 7:00PM.
- 2) **Attendance:**
 - a) **Present (constituting a quorum):** Derek, Jerry, Linda, Sam, Chip
- 3) **Minutes of last meeting:** 04/29/216
- 4) **Appearance:**
 - i) **Joe McKane:** Came to voice his concern over the Grandstand at Seaside Park.
- 5) **Old Business/New Business**
 - a) **Kevin Hannaway: Motion:** accept donation of \$10,000 from Kevin Hannaway and replace sign at Chandler Hovey with the stipulation that Kevin will receive old sign. A small plaque will also be put at base of new sign to recognize Kevin's Parents. **Approved**
 - b) **Gatchells Lights:** Tim will be putting lights on so board can see how new lights look
 - c) **Community Center Brush:** Tim will be having park staff remove ivy from side of building
- 6) **Agenda Items**
 - a) **Stramski Project:** Chip Osborne has been working on a collaborative project to revitalize the garden at the Stramski Property.
 - i) Removal & dispose of concrete slab in garage & bathroom. **Motion:** move forward with Blizzard Concrete for \$3,000. **Approved**
 - ii) Under slab plumbing for 2 bathrooms with floor drain. **Motion:** move forward with Williams Plumbing for \$4,600. **Approved**
 - iii) Purchase material. **Motion:** Move forward with National Lumber for \$3,046.96. **Approved**
 - iv) Construct roof of garage: **Motion:** move forward with Max Sontz for \$3,335. **Approved**
 - v) Furnish & install cmu with 2 rows of glass block to fill in both garage door openings. **Motion:** move forward with Adrian Roper for \$4,580. **Approved**
 - vi) Garage Roof Carpentry Labor. **Motion:** move forward with MP Construction for \$3,300. **Approved**
 - vii) Grind, repair, densify, polish, seal, burnish to 800 sheen – stucko basement floor. **Motion:** move forward with Eastern Concrete Polishing for \$3,347. **Approved**
 - b) **Seaside Park Celebration:** Tim will be having seasonal help clear out debris underneath grandstand. The Seaside Park Committee has finalized all event dates and is now working on bookings/planning.
 - c) **Flag Football:** Sam & Tim will be working together on this. Tim will be reaching out to NFL to figure out why agreement was not upheld after 2011.

MARBLEHEAD COMMUNITY CENTER

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

www.marblehead.org

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420



TOWN OF MARBLEHEAD

Recreation & Parks Department



- d) Glover School Project: Ken Lord has provided a memorandum to repair landscape at Glover School.
Motion: Recreation & Parks agrees to move forward with memorandum provided by Ken Lord. **Approved**
- e) Correspondence:
- i) Marblehead Youth Baseball: Would like to use a meeting room during the course of the year at the Community Center. **Motion**: Allow Marblehead Youth Baseball to use meeting space for a flat fee of \$100. **Approved**. **Motion**: Allow Community based non-profit organizations to return to the flat annual fee of \$100. **Approved**
 - ii) Pleon Yacht Club: Would like to use the Riverhead Parking lot for trailer parking on June 24th to 26th.
Motion: Approved for same fee as last year. **Approved**
 - iii) Catherine Birtwell: Would like to use Backside of Gatchells for Children's workshop/ Montessori School Field Day on Tuesday, June 7th. **Motion**: **Approved**
 - iv) Ellen Finer: Would like to use Fountain Park for wedding ceremony on Sunday, July 31st from 12:30pm to 3:30pm. **Motion**: **Approved**
 - v) Marblehead Festival of Arts: Would like to use Devereux Beach Garfield Pavillion for Sand Sculpture Competition & Kite Festival on Saturday, July 5th from 11am to 5pm. **Motion**: **Approved**
 - vi) Andrew Ernst: Would like to use the Community Center on Saturday, November 26th for Back the Track.
Motion: Waive fee for group. **Approved**
 - vii) **Chris Costner**. Would like to use Seaside Park for Rally for Allie on Saturday, July 9th. Tim Short will be following up with Chris Costner on location.
- 7) Reports (attached):
- a) Travis Farley Report: See attached
 - i) **Motion**: Allow Travis to hire Ilse Schaeffner, Cassie Rodgers, Drew Conrad, Amore Douglas, Christine Duncan, Chrissy Amaral, & Shanice James-Jones as Saunders seasonal help. **Approved**
 - b) Tim Short Report: See Attached
 - i) **Motion**: Allow Tim to hire Marty Anderson & Frank James as seasonal help. **Approved**
 - ii) **Motion**: Allow Tim to purchase new fence for Crocker Park fence for up to \$2,000 from Century Fence. To be paid for from Coffin/ Fund. **Approved**
- 8) Timekeeping: Meeting Adjourned: 9:30 PM. Next meeting to be determined.

Attachments: Meeting Notice and Agenda.

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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: Arts & Crafts

<u>Monday</u>	<u>May</u>	<u>9</u>	<u>2016</u>	<u>7:00 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)

1. Approval of past meeting minutes
2. Old/New Business
3. Topics:
 - a. Stramski Project
 - b. Seaside Park Celebration
 - c. Flag Football
 - d. Glover School Project
4. Next meeting: TBD

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Recreation & Parks Department

Date: May 5, 2016

Recreation & Parks Commission Meeting
Superintendent Report
5/9/16

Dog Park Update

Met with Plumbing inspector and Peter Olson to go over final plans. Plumbing will be in the building tomorrow and then Olson will follow in after that.

Ordered stone dust which will be delivered this Friday.

Summer Hires

Present for approval Frank James and Martha Anderson for Beach Supervisor

Beach Roof

One quote has come in

Fence at Gatchells & Crocker Park

See quote from sentry fence

Community Center

Work on community center continues.

Memorandum of Understanding between Marblehead Public Schools and Marblehead Parks and Recreation

Glover School Lawn Remediation

Marblehead Parks and Recreation agrees to undertake a project to repair the lawn at the Glover School. The Glover construction project was not successful in creating a satisfactory lawn for the Glover School and repeated attempts with the contractor has failed.

The Parks and Recreation Department has created a three year plan to address the issue. They will supply the labor, except the instances listed below, to address the issue. Regular maintenance of the Glover School landscape will be managed by the Parks and Recreation Department in the same manner as the other School Department Properties.

The School Department agrees to pay for the materials and outside labor as listed below over the next three years. Invoices for these items should be forwarded to the School Business Office and will be processed for payment utilizing remaining funds in the Glover School Project account or operating funds within the School Department Budget.

Costs not to exceed

Year 1 \$13,790

Year 2 \$10,140

Year 3 \$6,440

All labor other than outsourced aeration and mulch blower supplied by Parks and Recreation.

The terms within this memorandum of understanding are reviewed and agreed to by

Superintendent of Schools

Signature

Date

Superintendent of Parks and Recreation

Signature

Date

Stramski building work 2016

Demo - Marblehead Movers \$ 3,914.00

Remove & dispose concrete slabs in the garage & bathrooms area:

Walker Concrete Floors \$ \$2,990.00

Blizzard Concrete \$ 3,000.00 ●

Marblehead Movers \$ 6,250.00 - \$ 6,750.00

Under slab Plumbing for two bathrooms with floor drains

Williams Plumbing \$ 4,600.00 ●

Design Mechanical \$ awaiting bid

Prepare & install new concrete slab in garage and new bathroom area.

Furnish & install 6 mil vapor barrier, 6x6 x 10 wire mesh, 4000 psi concrete.

Blizzard Concrete \$ 3,800.00 ●

Walker Concrete Floors \$ 4,700.00

Grind, repair, densify, polish,, seal, burnish to 800 sheen level 3 the existing classroom slab.

Eastern Concrete Polishing \$ 3,437.50

Walker Concrete Floors \$ 6,500.00

Garage Roof Carpentry Labor :

replace rotted sill on West elevation of the house.

frame & sheath new garage roof.

install new PVC soffit & fascia on three sides of the garage.

MP Construction \$3,300.00

Superior Construction \$ 3,400.00

Peter Dearborn- did not bid, booked with work until August.

Material :

National Lumber \$ 3,064.96 ●

Roof :

Max Sontz \$ 3,335.00

US Roofing \$ 3,750.00

CMU WALLS:

Furnish & install cmu with two rows of glass block to fill in both garage door openings

Adrian Roper - Old English Brick Work Co. \$ 4,580.00 ●

Stucco Front of Garage Doors Opening CMU :
Adrian Roper \$ 2,350.00

Bathrooms CMU Walls :
Adrian Roper : \$4,580.00

Plumbing for in wall rough & water piping :
Williams Plumbing \$ 4,600.00
Design Mechanical \$ awaiting bid

Electric :
Talbot Electric \$ 10,500.00

Paint :
Marinko's Painting - labor \$ 3,550.00
material \$ 980.00

Acoustical Ceiling in the classroom & the bathrooms :
John Pratt Co. \$ 2,673.00

Plumbing fixtures & finish for Men's Room \$ 3,300.00
Plumbing fixtures & finish for Ladies Room \$ 3,300.00

Lockers Carpentry Labor build 32 lockers :
MP Construction \$ 2,000.00
Superior Construction \$ 4,800.00

Misc Carpentry :
build electric panel/water meter closet
build hot water heater closet
build bathroom storage closets
install new locker room ext. door
interior trim ext. class room door
Install bath room Kamco handi cap stall
install bathroom Kamco doors

Superior Construction \$ 1,200.00
MC Construction \$ 3,300.00

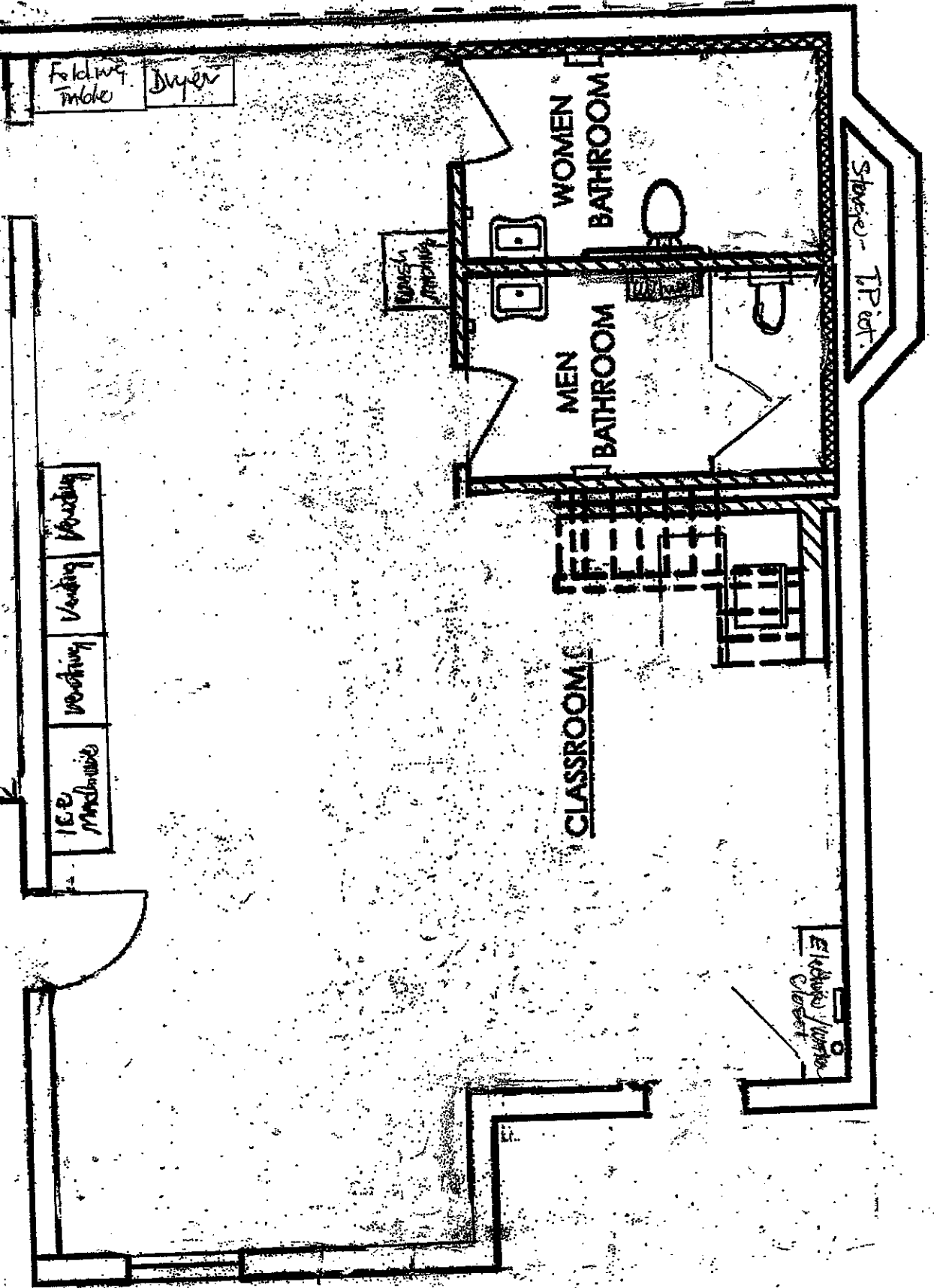
Lockers & Misc Material :
National Lumber \$ 8,371.44
Kamco bathroom doors \$1,673.48
Kamco handi cap stall \$ 2,677.50
Kamco electric hand dryers \$ 972.75

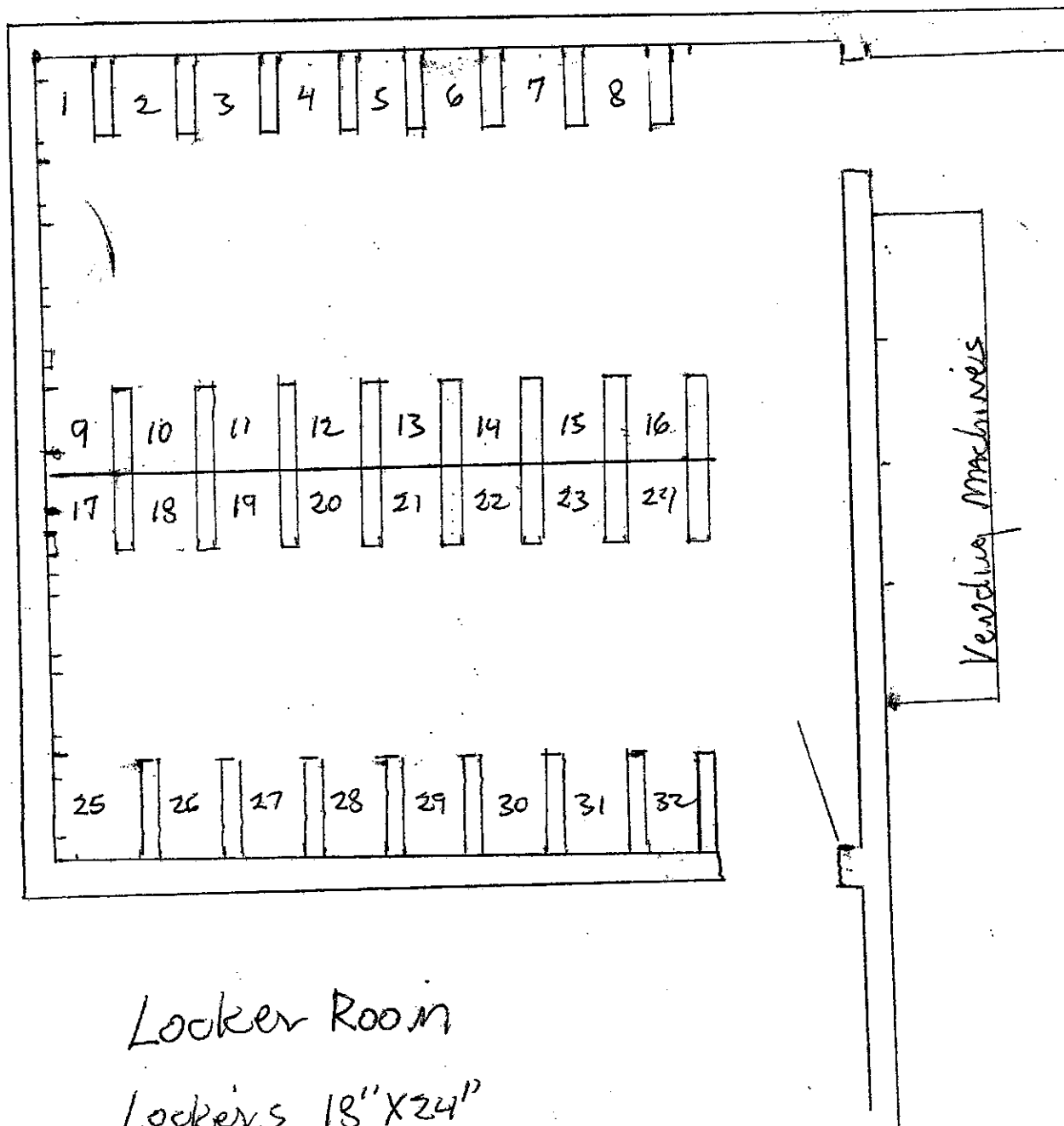
Grand Total of low bids to date \$ 85,779.00

Note total does not include cost of the two dumpsters from Hiltz for the demo buy Marblehead Movers or one additional dumpster to complete the work.

Margherand Recreation + Parks
10 Humphrey Street
Margherand, MA. 01445
Stranski Property

Lockers





Mandelbend Recreation + Parks
10 Humphrey Street
Mandelbend, Mt. 01465
Stramski Property

Lockers

15' Medicine Working Working Working

Folding Table Diner

Hand in machine

CLASSROOM

MEN BATHROOM

WOMEN BATHROOM

Electrical Closet

Storage - T.P. ect.

