



TOWN OF MARBLEHEAD

Recreation & Parks Department

Recreation and Parks Meeting Minutes



07/09/13

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 07/09/13 meeting to order at 7:02 PM.
- 2) **Attendance:**
 - a) **Present (constituting a quorum):** Chip, Jerry, Derek.
 - b) **Absent:** Bob & Linda.
- 3) **Minutes of last meetings:** Motion made and seconded to approve the minutes of the 06/27/13 meeting; all in favor.
- 4) **Appearance:** Tori Farnsworth and Anthony Marino, the new proprietors of "Lime Rickey's" appeared to introduce themselves to the Board and discuss current operations and ideas for future use. Discussion included: trash management, entertainment, menu, prices, crowds, and vandalism. The Board wished them good luck in the endeavor. No actions taken.
- 5) **Reports (see attached). Addendum:**
 - a) **Jim's:** Absent; report tabled.
 - b) **Brendan's:** No addendum.
- 6) **Old Business:**
 - a) See Brendan's report.
 - b) **Marblehead for Teens:** Chip queried if there's been any response to request for a report from Marblehead for Teens; Brendan reported not yet as the director has been unavailable.
 - c) **Gatchells':** Derek reported the new utility poles are in place at Gatchells; Brendan has the contractor's lined up for getting the power and lighting in place.
 - d) **Piper:** Derek queried about removing the disconnected scoreboard. Brendan will request it gets done ASAP.
 - e) **Shattuck fund:** The grant request has been approved; waiting on official notification.
- 7) **New Business:**
 - a) See Brendan's report.
 - b) **Outfall Pipe at Riverhead:** Brendan has posted temporary warning signs to stay out of the outflow pipe until permanent signage can be obtained and posted.
 - c) **Gatchells':** Derek requested a lock be put on the "AAA" light switch. Brendan will follow up. After discussion, Brendan will also look into timers for the lighting. Discussion of burying and modifying power lines and transformers has been ongoing with MMLD; no actions at this time.
 - d) **Memorial Park:** Brendan will coordinate the last phase of the renovations as soon as Shattuck grant is received including fencing and pedestrian lighting. Chip asked Brendan to inform the caretaker that weeds are starting to show; Brendan will contact him ASAP. Board agreed they would like to see the renovations complete in time for a re-dedication ceremony on Veteran's Day 2013.
 - e) **Groundskeeping:**
 - i) Chip queried what height grass is being cut on resting fields. Brendan reports 2 1/2 to 3 inches. Chip agreed 3 inches is appropriate during hot weather.
 - ii) Discussion of compost sifting happening at the Transfer Station; no actions taken.
 - iii) Derek was informed some ledge is exposed in the playing area of Bud Orne Field; Brendan will investigate.
 - iv) Chip was informed some holes were noticed in the sod at Hopkins; Brendan has already addressed the issue.

f) Correspondence (see attached):

- i) Permit request- Yoga on the Beach: After discussion: Board agreed that private businesses cannot take place on properties under the jurisdiction of this Department; otherwise the properties would be overrun. The permit was tabled as requested. The Board asked Brendan to contact the applicant and explain they cannot solicit fees or donations, but they could ask the Recreation Supervisor about creating a Recreation Department program.
- ii) Vending request – Ice cream truck: After discussion: Board has no problem with Mr. Rocha vending as allowed by his Town vending license, but he cannot vend on property under the department's jurisdiction and must obey the directives of the Police Department. Brendan will follow up with MPD.
- iii) Informational item: 1 Notice of Decision; no actions required.

8) Timekeeping: Meeting Adjourned: 8:20 PM. The next meeting is to be determined.

Attachments: Meeting Notice and Agenda; Report (1); Requests (2); Notice of Decision (1).



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: Conference Room

<u>Tuesday</u>	<u>July</u>	<u>9</u>	<u>2013</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)

Approval of minutes from June 27, 2013 meeting

Appearance: 7:05 p.m. - Tori Farnsworth and Anthony Marino - new owners of Lime Richeys

Superintendent of Recreation and Parks and Recreation Supervisor reports

1. Fourth of July wrap-up

Next Meeting: TBD

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: 7/5/13

Recreation Commission Meeting
July 9, 2013
Superintendent's Report

Devereux Beach

The planters are in and look great. I expect them to be replanted by the end of the week.

Athletic Fields / Parks

The Hopkins field project is well underway and will be ready for sod on Thursday morning. Once the sod is down we will begin an aggressive watering campaign to keep the sod wet during the heat of the summer.

The lower and middle Village fields will be aerated, top dressed, seeded and fertilized next week and again in mid August.

All of the baseball and softball fields will be turned over this week. The base paths and home plate areas were all turned over today.

Fourth of July

The July 4th holiday seemed to go pretty smoothly with very little damage. Someone pulled the magnetic lock off the women's room door at Chandler Hovey and I have someone coming to repair it tomorrow. All overtime slots were filled and the guys did a good job of getting the town cleaned up on July 5.

Fountain Park

Shawn McLaughlin of McLaughlin Masonry repaired the steps at Fountain Park, from the street to the top of the hill. He did a great job on the stairs and even included the wall work into project. We posted the new stairs on Facebook and received positive response from residents. If you have not seen the stairs yet, please take a ride by to check them out.

New Business

- Sarah Witt (Swampscott) who is going into her junior year at Clemson University will be doing a practicum with our department for the month of July. Her main responsibility will be to create a special needs support program for our summer programs. We hope to have it finalized by the end of July and in place for next summer. She will also be putting together a special needs program for young adults, ages 15-22.

Old Business

- Baseball is hosting a Bay State Baseball Trophy Weekend for 11 year olds this weekend and will keep the fences up for the tournament.
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Next Meeting: July / August 2013?

Town of Marblehead Recreation & Parks Department

Application for park permit

APPLICATION date: JUNE 27, 2013	APPLICANT (name of person paying for permit): LARISA FORMAN AND DANIELLE JACOBS
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: EVERY SUNDAY (WEATHER PERM)	TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): 8:30 - 9:30
EVENT DESCRIPTION & expected attendance (use another page if needed): GROUP YOGA CLASS BY DONATION	
FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee):	

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) due to <u>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)		

LARISA FORMAN AND DANIELLE JACOBS

Signature of applicant

DANIELLE JACOBS

Name (Please print clearly)

91 POND STREET, MARBLEHEAD

Address

978-985-5962

Telephone

Approved by:

Superintendent, Recreation & Parks Department

Date approved

PTO

A YOGA CLASS ON THE BEACH,
EVERY SUNDAY MORNING, BY DONATION.
WE DONATE HALF THE FUNDS TO
CHARITY - A MARBLEHEAD BASED CHARITY -
WWW.SUEDEURIESCANCERFOUNDATION.ORG
TAX ID CAN BE PROVIDED UPON REQUEST

WE HAVE HAD THIS CLASS FOR THE
PAST 6-7 YEARS

*

July 8, 2013

To who ever this may concern,

I Carlos Rocha owner of Terrys old fashion ice cream shop and truck, would like to ask for permission to to serve ice cream at the beaches of marblehead and also baseball fields when called to contract the truck.

Thank You

A handwritten signature in black ink, appearing to read 'Carlos M Rocha', written in a cursive style.

Carlos M Rocha

978-335-4046



**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

June 5, 2013

NOTICE OF DECISION

The Board of Appeals, after notice and public hearing on **February 26, 2013**, on the application of **Neil McCann & Kathryn Heithaus**, **voted to approve the request for a Special Permit with conditions** to expand an existing deck and add a trellis and also allow an existing shed and an existing roof to remain at **37 Shepard Street**.

The written Decision was filed with the Town Clerk on June 5, 2013.

A copy of the decision is available for inspection at the Town Engineering Department, 7 Widger Road, Marblehead, MA, 01945.

A twenty day appeal period begins the day after the decision is filed with the Town Clerk.

After the twenty day appeal period, the Applicant must record the decision at the Registry of Deeds and a receipt from the Registry of Deeds must be returned to the Marblehead Engineering Department showing proof of recording.

A decision of the Board of Appeals does not constitute the granting of a Building Permit. No Building Permit shall be issued prior to recording the decision at the Registry of Deeds.

Failure to act on a decision within one year renders the decision null and void.