

TOWN OF MARBLEHEAD

Recreation & Parks Department



Recreation and Parks Meeting Minutes

01-04-12

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:** Chairman Chip Osborne called the 01/04/12 meeting to order at 7:00 PM.
- 2) **Attendance:**
 - a) **Present (constituting a quorum):** Chip, Derek, Linda, Sam, and Jerry.
 - b) **Absent:** None.
- 3) **Minutes:** **Motion** made and seconded to approve minutes of the 12/06/11 meeting; all in favor.
- 4) **Appearances:**
 - a) **Don Morgan:** appeared to report the status of the Trails Committee Seaside Park trails project, including completed and planned renovations (see attached report). After discussion, the Board thanked Don and the Trails Committee for all their hard work and pledged full support of any upcoming renovations coordinated through Brendan.
 - b) **Becky Curran:** appeared to request a Department representative to the committee to update the Town's Open Space and Recreation Planning (see attached). After discussion, **Motion** made and seconded to appoint Brendan as the representative to the committee; all in favor.
- 5) **Reports:** See attached. Addendum:
 - a) **Brendan's:** No addendum; see new business.
 - b) **Mike's:** Scout troop 79 request: After discussion, Board agreed to consider a formal permit request to use an area adjacent to the Hamond Center, with permission from the Health and Fire Departments and proof of insurance, if submitted.
- 6) **Old Business:**
 - a) **Piper Field update:** One estimate for the renovation project came in at \$105 - \$130 K depending on the cost of the "Cape Cod Berm". Chip and Brendan met with Town Administrator Tony Sasso to discuss the project and where funding would come from as the property belongs to the School. Tony agreed to set up a meeting with the School Department to discuss the property; Brendan will check tomorrow at the State of the Town presentation to see when the meeting will be. Discussion of getting the bid out for specifications and see exactly what the projected cost would be to include all materials and labor; no actions taken.
 - b) **Stramski House update:** see Brendan's report.
 - c) **Revolving Account:** Brendan reported the current balance at \$120 K with roughly \$30 K still to be paid out for currently running programs.
 - d) **Flag football use of Bud Orne field:** Brendan had a discussion with both youth baseball and youth softball regarding moving softball to Hobbes on Friday evenings to allow Flag football to use Orne. All parties were agreeable and the details will be worked out at the next Sports Committee meeting.
- 7) **New Business:**
 - a) **Fountain Park shed:** Interest in leasing the shed has resulting in paperwork being drawn up at Town Hall for a 12 month lease to be approved by each new Board after election.

MARBLEHEAD COMMUNITY CENTER

www.marblehead.org

10 HUMPHREY STREET

MARBLEHEAD, MASSACHUSETTS 01945-1906

TELEPHONE: (781) 631-3350

FAX: (781) 639-3420

- b) T-Ball and Toddler Soccer programs: Chris Roy will be returning to coordinate spring T-Ball. The current Toddler Soccer program offered has been cancelled due to low enrollment; Mike will investigate the possibility of offering another one outdoors in the spring.
 - c) Update technology: Discussion of possibly using "Facebook" to market Recreation programs and the possibility of accepting credit cards for payment. Currently Town CFO John McGinn doesn't allow "Facebook" on the Town municipal network as it is a significant system security risk and easily hacked. The Town doesn't accept credit cards due to the user fee charged by the Credit Card companies. Brendan will contact John to see if any changes to these policies would be considered.
 - d) Derek: Had a conversation with Dean Oliver from youth soccer regarding use of temporary lights at the MVS middle field in the fall. After discussion, Board agreed they would endorse the proposal if presented, but the decision rests with the School Department as it is their property.
 - e) Bench request (see attached): **Motion** made and seconded to approve as submitted; all in favor. Brendan will coordinate.
 - f) Correspondence (attached):
 - i) Notification to Abutters: No action required.
 - ii) Mass Audubon request: **Motion** made and seconded to approve pending proof of insurance; all in favor.
- 8) Timekeeping: Meeting adjourned at 8:55 PM.
- 9) Next meeting: To be determined; will be posted IAW Open Meeting Law.

Respectfully submitted: Ric Reynolds, Recreation and Parks Department Clerk

Attachments: Meeting notice & agenda; Seaside Trails report (1), Open Space and Recreation preliminary plans and scheduling (1); reports (2); correspondence (2).



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: 10 Humphrey Street, Marblehead, MA Room: Conference Room

<u>Wednesday</u>	<u>January</u>	<u>4</u>	<u>2012</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 minutes from previous meeting – December 6, 2011
2. Appearances: 7:05 p.m.. Don Morgan - Seaside Trail improvements
3. Reports: Superintendent and Recreation Supervisor
4. Old Business: Piper Field update
Stramski House update
Revolving account
5. New Business: Fountain Park shed
T-ball and Toddler Soccer programs

Next Meeting: TBD

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: 12/28/11

Seaside Park Trails & Forestry Plan

Marblehead Conservancy Trails Committee

Revised 12/08/2011

<u>Project</u>	<u>Timing</u>	<u>Location</u>	<u>Tasks</u>
Phase I	Winter 2010-11	All Over	Cut invasives: Bittersweet, Multiflora Rose, etc Plant seedlings (Earth Day – Arbor Day *) Clear sumac & mow (summer 2011)
		A Meadow	
Phase II	November 2011	B SS Cliffs	Reroute trail and grade - 182' **
		C Crow Fly	Fill & water bars – 233' **

* On April 23, 2011 39 people attended working 75 hours, on a drizzly day planting 80 seedlings and collecting 6 large bags of trash.

** On Nov 9, 2011, 30 attendees at Chris Pedersen's Eagle Project working 173 hrs, finishing 415 ft. of trail, moving 14 cu yds of dirt, gravel & woodchips and removing 2 bags of trash.

Totals incl projects above Hr worked = 598 Bags Trash = 19.5 80 seedlings 14 cu yds added

Phase III	2012 on	D many	Fill low spots
		E cross trail	finish
		F alt trail	grade for easier route – fescue at bottom
		G Rocky Cliffs	grade as possible – fescue at bottom
		H Rocky Cliffs	"Vista Prune" to preserve view
		I Ladies Cove	~20' of stepping stones & gravel
		J Crow Fly	stabilize ~30' of trail edge
		K Seaside Tr	Entrance sign with map dispenser

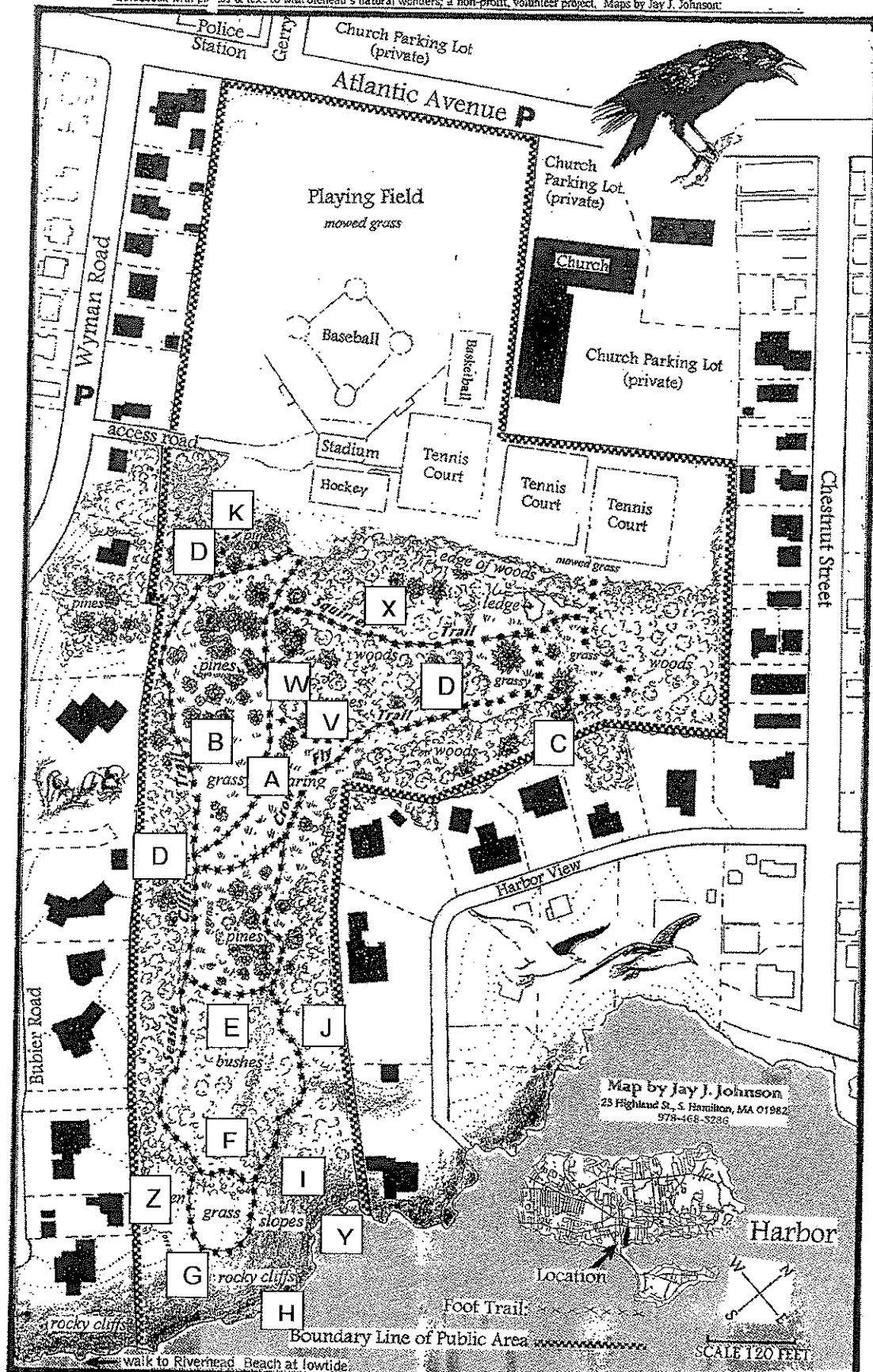
Continuing Maintenance	Mow Meadow "Brush" sides of trails Monitor & cut invasives Maintain wood chip cover in critical areas
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Phase IV&+ TBD	Z Rocky Cliff	Control invasives (~5,000 sq ft)
	Y Lady Cove	Control invasives (~500 sq ft?)
	X Squirrel Trail	No maint for now – abandon?
	W Trail	No maint for now – abandon?
	V Pond	reconstitute?

SEASIDE PARK

MARBLEHEAD, MASSACHUSETTS

Guidebook with photos & text to Marblehead's natural wonders; a non-profit, volunteer project. Maps by Jay J. Johnson.



Updating

Marblehead's Open Space and Recreation Planning

2012

Purpose

The Open Space and Recreation Plan ("The Plan") represents Marblehead's strategy to enhance and expand the existing open and recreational space and programs within the town.

Prior plans : 1978, 1982, 1988, 1999

What does the Plan do?

- Recognizing that Marblehead's centuries of development have left little open land subject to traditional open space planning, The Plan looks for ways to increase the recreational and conservation value of existing town lands, and for other means of protecting the natural resources and expanding recreational opportunities in the community.
- The Plan identifies additional land that the town could acquire for open space and recreational purposes.

How is the Plan updated?

- Selectmen appoint an ad hoc plan update committee
- Internal and external special interests are invited to input
- General public input sought through meetings, surveys
- Rec and Park and ConComm compile data and create a plan
- Public review prior to final planning and submission to the State

What is the timing?

- Committee appointed, data input initiated in January
- Data recovery in February
- Data compilation and planning in March
- Public review end of March
- Final planning in April
- Plan submitted to the State by June 30, 2012

**TOWN OF MARBLEHEAD
OPEN SPACE & RECREATION PLAN STUDY
COMMITTEE**

PUBLIC HEARING

Monday, January 23, 2012

Abbot Public Library

7:00 - 8:30 pm

Introduction

- Welcome and explanation of the open space plan
- Purpose of this meeting

Open space and recreation issues and needs

- Your role: Thoughts and opinion for open space and recreation in the Town of Marblehead

Next steps

- Planning timeline and process

Recreation Commission Meeting
January 4, 2012
Superintendent's Report

Parks / Fields

Over the New Year's weekend we had two separate incidents that required police reports.

Devereux Beach – A local resident misjudged the parking area inside the main parking lot and wound up going over the sidewalk and boulders into the Usher lot and knocking the Devereux Beach sign out of place. The sign has been up-righted and the sidewalk and boulders remain solid.

Crocker Park – At some point over the weekend one of the windows in the men's room had two of the glass blocks broken. The window has been boarded and will be fixed in the spring.

Chandler Hovey Bathroom Project

The contract for the bathroom has been prepared and mailed to the contractor (Roger A. Tremblay Contractors, Inc.) and it should be back to Becky Curran tomorrow for the town's signatures. I expect work to begin in the next few weeks.

Boat Storage - Beach Garage

We currently have 5 boats stored behind the beach garage, with room for 1 additional boat and we have approximately 300 lobster traps being stored. All of the owners have an agreement on file with us.

Old Business

- **Memorial Park** – Becky Curran is looking over the specs before they go out and I anticipate getting them back by the end of the week.
- **Dogs In Parks** – I spoke with the Town Clerk about putting an informational pamphlet in with the dog license renewals and she already had two other mailings going in with the renewal.
 - I have been working on the informational pamphlet to go to dog owners and will have a more complete version at our next meeting.
 - Mike and I have gone through the parks to check on signage and it is different in each park. We need to develop signs that cover all of our properties and are consistent with the by-law.
- **Stramski Project** – I have spoken with Walter Jacob regarding his progress on the project and he needs to get back in the house for a second look around with his staff. I will be meeting with him at some point next week and he anticipates being ready to meet with the commission at the next meeting.
 - There is a right-of-way that runs down the middle of the current road and grants the town accesses to 5' on the resident's side and the residents have accesses to 5' on the town side.

New Business

- **Bench Request** – Robert and Dorothy Atkins for Crocker Park. Request made by James Rogers with a letter of support from Dave Rogers.

Next Meeting:

To Be Determined

Assistant Superintendent/Director of Recreation Report

January 4th, 2012

RECREATION PROGRAMS

The following program (s) began within the last two weeks

1. Multi Sport Programs session II
2. Robotics with Legos

NEW PROGRAMS CURRENTLY BEING MARKETED

1. Preschool / Kinder Indoor Soccer
2. Gotta Dance
3. Ski program
4. Robotics with Legos Session added because of popularity
5. Wicked Gross Anatomy

All programs listed except for the ski program are new to our program offerings this year.

Scout Troop 79 request

Al Mckinnen has asked permission to have a small storage container placed in the parking lot at Gatchell's behind the baseball practice field fence (hidden from view from street) as they are holding a community service Electronic Recycle Drive. The Scouts pick up used electronic devices and store them in container until drive is over.

The dates would be Feb. 1 - Mar. 31

RECREATION & PARKS DEPARTMENT
REQUEST FOR MEMORIAL BENCH
FOR REGISTERED MARBLEHEAD RESIDENTS ONLY

Today's Date: 11/22/11

Resident in memoriam: ROBERT J. ATKINS AND DOROTHY E. ATKINS

Dates of residency: 1963 - 2005

1st Location desired: CROCKER PARK

Alternate location desired: _____

Inscription desired (see pricing information):

IN LOVING MEMORY
ROBERT & DOROTHY ATKINS

Other information (use back if needed): SEE ATTACHED LETTER FROM DAVID C. RODGERS - VETERANS ACCOUNT, TOWN OF MARBLEHEAD

I understand and will comply with the Marblehead Recreation, Parks, & Forestry Memorial bench policy attached.

Name: JAMES E. RODGERS, EXECUTOR Signature: James E. Rodgers
(Please print)

Address: 198 PLEASANT ST, MARBLEHEAD, MA

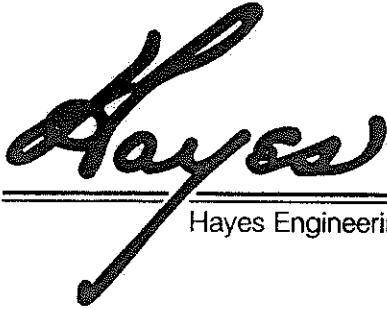
Telephone: 781-631-7962

Fee: _____ Paid: _____

Application approved by:

Superintendent, Recreation & Parks

Date



603 Salem Street
Wakefield, MA 01880
Tel: (781) 246-2800
Fax: (781) 246-7596

Nantucket, MA 02554
Tel: (508) 228-7909

Refer to File # MAR-0222

December 21, 2011

**NOTICE TO ABUTTERS
CORINTHIAN YACHT CLUB, MARBLEHEAD, MA**

The Marblehead Conservation Commission will hold a public hearing on January 12, 2012 at the Mary Alley Building, 7 Widger Road in Marblehead, Massachusetts, for the purpose of considering an amendment to the Order of Conditions issued to the Corinthian Yacht Club under DEP File No. 040-1024, as amended, for the following design changes.

1. The increase in grade of the pool by approximately one (1) foot as the pool is constructed approximately one foot high due to a benchmark error.
2. The regrading of the pool patio area to accommodate the grade increase.
3. The construction of a patio slab on the existing wall, including cantilevered deflector cap.

PJO/dab

Shore Lea Nature Center rental application

Date of application:

December 23, 2011

Name of applicant:

Mass Audubon's Ipswich River Wildlife Sanctuary

Day & Date of event:

July 9 - August 3, 2012

Times (including set up & clean up):

Monday - Friday 8:30am - 4:00pm

Event description & expected attendance (use separate page if needed):

Nature Day Camp Programs

NOTE: Property is under the jurisdiction of the Marblehead Conservation Commission and requires joint approval. Requests must be compatible with the nature center uses.

Hourly rental fee	\$50.00 (Up to 3 hour rental, \$100 minimum)
Security deposit	\$50.00
Park Staff detail fee	\$125.00
Special requests:	* Note: special requests will be submitted at the next regular Commissioner's meeting (1st and 3rd Tuesday's of each month) for fee amounts and approval.

A copy of a standard 1:3 million insurance certificate naming the Town of Marblehead as an additional insured is required to be filed with the application.

Applications are processed during regular business hours (M - F 8am - 5pm). standard applications take 1 - 3 business days to approve. 1 permit is for up to 3 hours of use (including set up / clean up time)

Please submit the security deposit check at the time of application (made out to "The Town of Marblehead"). Final payment is due within 2 business weeks after approval. Note: Sorry, the Town doesn't accept credit cards. The security deposit check will be destroyed or returned once the property is inspected after use.

Cancellations/refunds: request in writing at least 5 business days before the scheduled event.

**** Alcoholic beverages are prohibited on property. ****

It is expressly understood and agreed that the policies of the Recreation & Parks Commission and the Conservation Commission 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)	Police required? (631-1212)	Insurance required?
YES / NO	YES / NO	YES / NO
\$50.00	(\$125 per unit)	\$
*Security deposit	Park Detail fee	Usage fee
Dates paid and check numbers		

Scott Santino
Signature

Scott Santino
Name (Please print clearly)

87 Perkins Row, Topsfield
Address

978-887-9264
Telephone

Approved by:

Brendan M. Egan
Superintendent, Recreation & Parks Department

12/27/11
Date

Approved by:

Marblehead Conservation Commission

Date