



TOWN OF MARBLEHEAD

Recreation & Parks Department



Recreation and Parks Meeting Minutes

01-17-12

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:** Acting Chairman Derek Norcross called the 01/17/12 meeting to order at 7:00 PM.
- 2) **Attendance:**
 - a) Present (constituting a quorum): Derek, Linda, Sam, and Jerry.
 - b) Absent: Chip.
- 3) **Minutes:** **Motion** made and seconded to approve minutes of the 01/04/12 meeting; all in favor.
- 4) **Reports:** See attached. Addendum:
 - a) Mike's: Mike absent; Brendan read report. Discussion of low enrollment numbers in skiing with only 20 signed up; program will be cancelled by Friday if at least 35 participants are not enrolled.
 - b) Brendan's: no addendum.
- 5) **Old Business:**
 - a) Piper Field update: all renovations are still in the coordination stages while the School, Town Administrator, and Board discuss funding, specifications, and hammer out the details. The projected start date has been reconsidered and now a fall 2012 renovation target date is being discussed.
 - b) Stramski House update: The architect has failed to respond to numerous attempts by Brendan to get in contact. Brendan will again try to reach him and see if he has reconsidered and is unable to do the designs.
 - c) Memorial Park, Dogs in Parks, and Seaside Grandstand updates: see Brendan's report.
 - d) Temporary lights at MVS middle field: Per Derek: Dean Oliver plans to visit the board for an endorsement before approaching the school.
- 6) **New Business:**
 - a) Riverhead/Stramski RFP's: See Brendan's report and attached. Brendan coordinating RFP's with the Town Planner.
 - b) Sports Committee: Linda and Sam are scheduling the next meeting; Brendan will post when they confirm a date.
 - c) Evening Supervisor: see Brendan's report.
 - d) Correspondence (attached):
 - i) Falck Bench request: **Motion** Made and seconded to approve as is; all in favor.
 - ii) Citizen's Scholarship park permit request: **Motion** Made and seconded to approve and waive fee; all in favor.
 - iii) Jr. Aid Society park Permit request: **Motion** Made and seconded to approve and waive fee pending receipt of permit application and proof of insurance; all in favor.
 - iv) Letter: Veteran's Middle School: No actions required.
- 7) **Timekeeping:** Meeting adjourned at 7:53 PM.
- 8) **Next meeting:** To be determined and posted IAW Open Meeting Law.

Attachments: Meeting notice & agenda (1); reports (2); proposal (1), correspondence (3).

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

<u>Tuesday</u>	<u>January</u>	<u>17</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 – January 4, 2012
2. Reports: Superintendent and Recreation Supervisor
3. Old Business: Piper Field update
Stramski House update
4. New Business: RFP's for Riverhead and Stramski properties

Next Meeting: TBD

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: 12/28/11

Assistant Superintendent/Director of Recreation Report

January 17th, 2012

RECREATION PROGRAMS

PROGRAMS CURRENTLY BEING MARKETING

1. Boys Lacrosse Clinic Session I full / session II has openings
2. Gotta Dance
3. Ski program marketing has not helped. Lack of snow has been a problem.
4. Robotics with Legos Session added because of popularity (**NOW FULL**)
5. Wicked Gross Anatomy

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

Recreation Commission Meeting
January 17, 2012
Superintendent's Report

Parks / Fields / Equipment

The staff has been busy repairing and painting picnic tables and cleaning and painting trash barrels. At this point they are about a quarter of the way through the tables. They have also been working on equipment and getting it ready for spring.

I am working on a way to get rid of the trailers at the beach. One of the trailers is worth keeping and will have its wheels and supports removed and set to the ground. I am working with Andrew Petty, Health Director, and one of the town's scrap metal contractors to take the other trailer.

Chandler Hovey Bathroom Project

I met with the contractor last week and walked the site. He will be submitting his samples for approval this week and should begin work by next week.

Riverhead / Stramski RFP's

I have had a few conversations with people who are interested in offering stand up paddle board and open water rowing from Stramski and Riverhead beaches. This caused me to look into our agreement with the kayak Learning Center and its use of Riverhead Beach. The last time a contract was approved was June of 2004. Do we want to continue with this type of agreement? If we do we need to put out RFP's.

Old Business

- **Memorial Park** – Specs will be in the paper this week and due back on Monday, February 6, 2012 at 10:00 a.m. I have added a completion date of April 27, 2012 to the specs to ensure the project is completed in time for Memorial Day.
- **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 am working on a rough draft of a pamphlet that can be distributed to residents regarding dogs in parks.
- **Seaside Grandstand** – I have received a check from the District Attorney's office for restitution from last May's graffiti vandal. I have contacted the company we received a quote from to look at scheduling the work for this spring.

New Business

- **Evening Supervisor** – We are looking for a responsible adult to work in the office at night and to monitor the building after the full time staff leaves for the day. I would like this person to be trained on Rec Trac (registration software), be able to use Microsoft Outlook for building reservations and be customer service oriented.
- **Youth Sports Committee** – Is there a date for the spring meeting?

Next Meeting:
To Be Determined

SUP East Coast Style Proposal for Stramski Park

Owners of SUP East Coast Style, Leah Beth Goodman and Christos Douroudis, propose the following:

- Operate Seasonal Stand Up Paddleboard Business from small beach at Stramski Park from about May 1-October 15
- Provide Adult Stand Up Paddleboard Lessons, Rentals, & Guided Tours
- Offer Youth & Teen Stand Up Paddleboard Programs. These programs consist of teaching children ages 6 and up how to Stand Up Paddleboard while also doing other fun activities such as tie-dyeing t-shirts, painting sea shells, playing games, and Stand Up Paddleboard obstacle courses
- Offer Fitness & Yoga Classes on the Stand Up Paddleboards
- Operate from sunrise to sunset on some days and offer to lock everything up prior to leaving in the evening
- Offer Stand Up Paddleboard classes for Park & Recreation clientele 2-4 times per month (or as otherwise deemed necessary) with a fee going back to Park & Recreation & Town of Marblehead

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

Today's Date: JANUARY 17, 2012

Resident in memoriam: MAREN FALCK

Dates of residency: 1963 to PRESENT

1st Location desired: END OF DEVEREAUX BEACH, NECK SIDE

Alternate location desired: _____

Inscription desired (see pricing information):

~~THE NEARNESS OF YOU~~

MAREN FALCK

THE NEARNESS OF YOU

Other information (use back if needed): _____

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

Name: ERLING FALCK
(Please print)


Signature: 

Address: 10 GOODWIN'S COURT

Telephone: 781 631-6773

Fee: \$1,800 Paid: 1/18/12

Application approved by:


Superintendent, Recreation & Parks

1/17/12

Date

Town of Marblehead Recreation & Parks Department

Application for park permit

APPLICATION date: 1/9/2012	APPLICANT (name of person paying for permit): John W. Homan - Citizens' Scholarship Fund
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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: Saturday May 19 th 2012 8am - 12 Noon	TIME OF EVENT (begin & end up to 3 hours; INCLUDES set up & clean up): 8:00 AM - 12:00 Noon
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EVENT DESCRIPTION & expected attendance (use another page if needed): A 5K road race starting at the causeway and circling the neck. A family walk to start after race.
FACILITY REQUESTED (NOTE: Any parking fees are NOT included in the permit fee): Devereux Beach and Riverhead Beach.

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					
Non - resident security depo					
Non - resident					
Catered event (Clambake, etc)			ty Deposit		

PAYMENT: Please pay the security deposit at the time of application.	Town of Marblehead" for the security deposit and fee. ed to ensure all trash was removed from the property.
APPROVAL: A standard application will be reviewed by the Recreation & Parks Commission. Only 1 standard application will be reviewed per applicant.	hours. Standard applications take 1 - 3 business days to approve. applicant.
* Note: special events require a meeting, including fee amounts and any restrictions.	meeting, including fee amounts and any restrictions.
CANCELLATION: A refund of the security deposit will be given if the event is cancelled at least 5 business days before event (sorry, no "rain out" refunds).	at 5 business days before event (sorry, no "rain out" refunds).
RESTRICTION: The use of the property for any other purpose than that stated in the application is prohibited on property under the jurisdiction of the Town of Marblehead § 236-1.)	are prohibited on property under the jurisdiction of the Town of Marblehead § 236-1.)
It is expressly understood that the applicant agrees to be strictly liable 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.	ation & Parks Commission as described above are to be strictly liable 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? (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	John W. Homan
Name (Please print clearly)	John W. Homan
Address	29 Dartmouth Rd. Marblehead
Telephone	781-631-0300

Approved by: - Brandon Egan

1/15/12



MARBLEHEAD VETERANS MIDDLE SCHOOL

Duncan Sleigh Square

217 Pleasant Street

Marblehead, Massachusetts 01945

781-639-3120

Fax: 781-639-3130

Elizabeth Moore, Principal
moore.libby@marbleheadschoools.org

Kilmer Sweazy, Assistant Principal
sweazy.kilmer@marbleheadschoools.org

January 11, 2012

Town of Marblehead Selectmen
Jackie Belf-Becker, Chairperson
Judith R. Jacobi
Harry Christensen, Jr.
Bret T. Murray
James E. Nye

Dear Selectmen:

On Tuesday, June 12, 2012, our eighth grade students, teachers, and chaperones will be taking a walking historical tour of Marblehead. We will be traveling in 8 groups of 30 students to the following sights throughout the day:

Ft. Sewall
Marblehead Landing/State Street Wharf
Old Town House
Lee Mansion
Abbot Hall
Masonic Temple
Redd's Pond and Old Burial Hill

The day will be both instructional as well as experiential as the students will have "tasks" to complete at each site before going on to the next site. We will tread gently where necessary, and be respectful as we travel in groups through town.

We would like your permission to use Fort Sewall as our lunch stop. All arrangements will be made for trash removal. In case of rain, we are working on alternative arrangements. We will send you a copy of our schedule for the day when it has been finalized.

On behalf of our eighth graders, thank you for your consideration.

Sincerely yours,

Matthew Fox, MVMS Principal

Cc: Robert O. Picariello, Marblehead Chief of Police
Jason R. Gilliland, Marblehead Chief of Fire Department
Charlie Dalferro, Harbormaster
Tony Sasso, Town Administrator
Brendan Eagan, Superintendent of Recreation and Parks ✓
William James, Cemetery Superintendent
Dr. Gregory Maass, Superintendent of Schools

Critical Spirit

Disciplined, Creative, Inquisitive, Truth-Seeking, Keenness of Mind