



TOWN OF MARBLEHEAD

Recreation & Parks Department



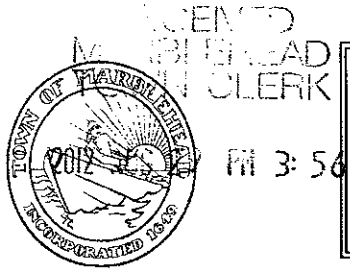
Recreation and Parks Meeting Minutes

09-04-12

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 08/07/12 meeting to order at 7:30 PM.
- 2) **Attendance:**
 - a) Present (constituting a quorum): Chip, Derek, Linda, Jerry, and Bob.
 - b) Absent: None.
- 3) **Minutes of last meeting(s):** Motion made and seconded to approve the minutes of the 08/07/12 meeting; all in favor.
- 4) **Reports (see attached). Addendum:**
 - a) Jim's: **Motion** made and seconded to approve proposed change to the current refund surcharge policy as outlined in Jim's report (see attached); all in favor.
 - b) Brendan's: **Motion** made and seconded to approve splitting the cost of 2 "Big Belly" trash containers up to \$2400.00 with the Board of Health as outlined in Brendan's report (see attached); all in favor.
- 5) **Park Project updates:** See Brendan's report.
- 6) **Recreation Program updates:** See Jim's report.
- 7) **Old Business:** See Brendan's report.
- 8) **New Business:**
 - a) See Brendan's report.
 - b) Appearance: Peter Noyes. Mr. Noyes appeared before the board to request hauling out the 3 "Rockmore" floats to perform maintenance on them. After discussion, the board requested a detailed written proposal from Mr. Noyes that includes work to be done, timelines for each float, and acknowledges responsibility for cleanup of any and all work performed; the board will then consider his request at the next regular meeting. Brendan will look into the space requirements at the beach, and will ensure Mr. Noyes does not have any outstanding agreements or issues with other Town departments.
- 9) **Timekeeping:** Meeting Adjourned: 9:33 PM; Next meeting: TBD.

Attachments: Meeting Notice and Agenda; Reports (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: Community Center, 10 Humphrey Street Room: Conf. Room

<u>Tuesday</u>	<u>Sept.</u>	<u>4</u>	<u>2012</u>	<u>7:30 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 August 7, 2012 meeting

1. Superintendent and Recreation Supervisor reports
2. Park project updates
3. Recreation program updates

Old Business

New Business:

Next Meeting: September 18, 2012

THIS AGENDA IS SUBJECT TO CHANGE

Chairperson Chip Osborne

Posted by: Brendan Egan

Date: 8/29/12

Jim Sullivan
Recreation Supervisor, Town of Marblehead
Tuesday, August 7th 2012

Recreation Supervisor Report

Fall 2012 Programming Guide

- Very pleased with the outcome of the book, 49 programs, 22 NEW offerings.
- Programming guide went online Friday, August 30th with registration for all programming open tomorrow, Wednesday, September 5th
- Programming guide will be dropped off at schools on Monday/Tuesday of next week
- Currently in the process of collecting ALL Insurance, CORI Certifications from coaches/contractors. I have approximately 60% complete. A few contractors have questioned why they need to provide us with this material, as it was never done in the past.

Advertisement: Marblehead Patch and sent to the Marblehead Reporter today.

Policy:

- Ask commission to approve \$10 surcharge for all "refund request". Currently the fee is 25% of the program cost. I believe this is more "customer friendly"

Donation:

Orange Leaf: Present for the grand re-opening on August 17th. Donations were made to Marblehead Recreation & Parks for \$2,200. Marblehead Public Library received \$2,200. Mike Hennessey was extremely generous throughout the process, a big thank you to him and his co-owner. This donation went directly into our donation account.

Sailing Program/Camp

Sailing, boats are all out of the water. Supplies and inventory check list was completed by Sailing Supervisor, overall a very successful first season of the newly revamped program

Summer Camp – Year ended well, had an end of the year party that included water games, slip n' slide, superlatives ceremony, pizza and slush party.

Security Cameras

Spoke with Bruce Doig, Director of Beverly Recreation. They are in the process of getting security cameras installed, to be completed this month. Plan on visiting and checking out the overall system features/costs. Salem and Danvers are currently in the process of putting in security camera's as well.

N. Reading: Paid \$5,700 for 4 cameras and the hard drive inclusive of installation. Paid an electrician \$850 to install a separate feed for the new lighting, supply and install new motion activated flood lights.

Planning Ahead:

Preparing programs and pushing programs, dropping off magazines at Chamber, Marblehead Sports, H.S., Library etc. Looking to increase numbers of Soccer Program, as well as begin the process of formalizing an Adult B-ball group.

Recreation Commission Meeting
September 4, 2012
Superintendent's Report

Parks / Fields

All of the properties have been aerated and fertilized (granular) with the exception of Seaside and the lower high school. These two areas were hard to get to because of the high school teams practicing on them. A Compost Tea application and seeding will begin next week.

Piper, Hopkins, Seaside and Lower Village – All four of these fields received sod work and were closed for pre-season fall sports practices with the exception of Seaside. Hopkins field will open this week for freshman football and youth soccer this weekend. Lower Village will open on Thursday for soccer and Piper will be ready to go next week for soccer and JV football. Seaside will see its first game action on Thursday.

Equipment – The new spreader was delivered on Friday, August 17 and was put right into use the next week fertilizing the fields.

Devereux Beach

It has been a good summer at the beach and we closed for the season on Labor Day. The last week of the season we ran on a skeleton crew but were able to keep the beach staffed and looking good. Over the next few weeks we will begin to put away the boardwalks, lifeguard chairs, shower and signs and meet with the beach Supervisors from this year to review the season. We will have a report for the commission at a meeting in October.

Gates – The gates to the non-resident parking lot, Usher's and Riverhead lots have been replaced and there is some minor work left to be done before they can be painted. Once the new locking mechanisms have been completed I will have the gates painted.

Memorial Park

The bids for the second phase of the Memorial Park fence project are due back September 6, 2012. At this point we have sent out about 10 bid packets. I have extended the completion date for the project to November 30, 2012.

Stramski / Gerry Property

House Update – I have contacted Garland Roofing regarding the roof at the Stramski house. After meeting with representatives on site and going over the visible problems, I was given a report for the garage roof and will be meeting with them on Thursday for the report on the house roof.

Gatchell's Basketball Courts

As you may be aware the group that donated the basketball court and hoops at Seaside is going to do the same at Gatchells. I have been coordinating the project with New England Sealcoating, Truebounce Backboards and the town. The town removed the old baskets last week and NE Sealcoating removed the surface and installed the binder the next day.

Movies

I received the final check from Columbia Pictures and have deposited the money into the Park and Recreation Donation account. I have also received the check for the repair of the grounds and will contact David Carville, Plants and Pleasantrees to do the work.

Marblehead Schools

The staff has been busy trying to get all of the school properties ready for the start of school. They have been adding playground fiber to the playgrounds, cutting the schools and lining the athletic fields. We have been a bit shorthanded with the absence of seasonal help but will be adding a few staff this week to help with fall cleanups and field lining.

The staff spent a good amount of time this summer getting the front of the high school cleaned up, including the Drummer Boy, flag pole area and parking lot.

Old Business

- I spoke with Peter James after our last meeting and his doctor would like to see him again, at the beginning of October, before he can return to work.
- I met with Landscape Architect, Kim Drake (CDM Smith), concerning the Green Street property. I gave her some records on the property, walked the site with her and discussed the future plans for the property with her. She is going to put together a cost estimate to have her develop a plan for the property and submit it to me.

New Business

- Director of Public Health, Andrew Petty contacted me about a donation, from a local resident for the purchase of two Big Belly trash containers, one at Crocker Park and another at Ft. Sewall. The donation will cover just about one compactor and I am going to split the cost of the second with Andrew.
- I have invited Bruce Bial to our next meeting to discuss the Marblehead All Sports group and what they are about.
- Walter Jacob will also be attending to discuss the Stramski House

Next Meeting:

To Be Determined