



TOWN OF MARBLEHEAD  
**Recreation & Parks Department**



***Recreation and Parks Meeting Minutes***

01/20/2015

**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:** Linda called the meeting to order at 7:00PM.
- 2) **Attendance:**
  - a) **Present (constituting a quorum):** Jerry, Sam, and Linda.
  - b) **Absent:** Chip & Derek
- 3) **Minutes of last meeting:** Motion made and seconded to approve the minutes of the 1/06/2015 meeting; all in favor.
- 4) **Appearance:**
  - a) **Haley & Ward:** Conservation Committee has concern about drainage issues so volume of sub-ground drainage will need to be increased (handout attached). This will increase cost by roughly \$43,000. Haley & Ward will be submitting updated plans to Conservation Committee on 1/29/2015 and they will be reviewed on 2/6/15.
  - b) **Farm Direct:** **Motion** made to allow the Farm Direct CO-OP to create new storage shed where current one currently resides near Stramski Way. The structure will go from 8x10 to 10x12 so that storage containers can go inside.  
Approved
- 5) **Agenda Items:**
  - a) **Haley & Ward:** See above
  - b) **Farm Direct Co-Op:** See above
  - c) **Stramski Project:** Project will start at end of month. Snow fencing will be put up and no parking in lower lot to allow for construction crew. Park Crew will move boats and the Rec Supervisor will adjust all programs near area. Project is planning to come to an end by June 19<sup>th</sup>.
  - d) **Memorial Park & Gatchells Park Lights:**
    - i) **Lights:** Tim is waiting on Mike Hull to get quotes on lights
    - ii) **Memorial Park:** Plaques are in and will be put in for spring
  - e) **Correspondence:** none
- 6) **Old Business/New Business**
  - a) **Andrew Riley:** update on hours
  - b) **Signs at Gatchells:** **Motion** made to allow Youth Baseball to continue to use "Appreciation" signs in the outfield.  
Approved
  - c) **Dogs at Crocker Park:** received an email from the selectman in regards to dogs unleashed at Crocker Park & Fort Sewall. Tim will be emailing department heads asking for dog officer to increase tickets for dogs unleashed in these parks. Tim took pictures indicating proper signage at these parks requesting dogs must be leashed at all times.
  - d) **Jerry:** Resident that has property that abuts Seaside Park is encroaching on park with boat. Jerry just wanted to bring this to the boards attention
  - e) **Correspondence:** NONE

MARBLEHEAD COMMUNITY CENTER

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**Recreation & Parks Department**

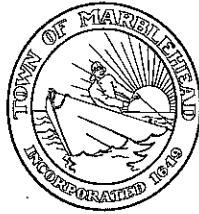


7) **Reports (attached):**

- a) Tim's: See attached
- b) Travis: See attached

8) **Timekeeping**: Meeting Adjourned: 9:00 PM. Next meeting to be determined.

*Attachments: Meeting Notice and Agenda.*



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: Conference Room

Tuesday

Day of week

January

Month

20

Date

2015

Year

7:00 PM

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. Haley and Ward Update
  - b. Farm Direct Coop - Julie Pottier-Brown
  - c. Stramski Project
  - d. Memorial Park & Gatchells Park Lights
  - e. Correspondence
2. Reports: Superintendent/Recreation Supervisor
4. Next meeting: TBD

**THIS AGENDA IS SUBJECT TO CHANGE**

Chairperson Chip Osborne

Posted by: Recreation & Parks Department

Date: December 29, 2014

**Recreation and Parks Commission Meeting**  
**Superintendent Report**  
**January 20, 2015**

**Old Business**

- Andrew Riley

**New Business**

- Anonymous resident letter about dogs at Crocker Park – resident concerned about dogs that are not on their leashes. See photos of “obey leash law” signs.
- MYB Gatchells Outfield Sign Approval - On a year to year approval. Need a motion to approve for 2015.

**Office**

Rick Reynolds will be moving back out to the main office. Travis Farley will remain in the main office as well to handle all Recreation related questions from residents.

**Community Center**

Second quote on roof from Garland Company came in.

Park workers have cleaned off roof from any Debris and trim ivy back from gutters.

**Park Crew**

In addition to work done at Community Center, Park crew has finished up collecting Christmas trees, handling repainting of barrels, and benches at beach.

Meeting with Peter James to get a written description of what happens on a month by month basis

Travis Farley

Recreation Supervisor, Town of Marblehead

Tuesday, January 20th, 2015

## Recreation Supervisor Report

### Programming Updates

- Drop in Programs
  - o Pickleball, Volleyball, & Badminton continue to have good numbers
- Program Updates this week:
  - o Girls Indoor Soccer – 11 enrolled
  - o Dance Classes through A Dancers Dream – 12 enrolled
  - o Intro to Theatre – 5 enrolled
  - o Intro to Guitar – 5 enrolled
  - o Karate - 30 enrolled

### Upcoming/New Programs:

- Programs Starting in the next few weeks
  - o Special Events:
    - Working on marketing Daddy Daughter Dance and BU Hockey Game
  - o Week ending on 1/23/15
    - Intro to Theatre, Adult Indoor Soccer
  - o Next Week (Week ending in 1/30/15)
    - Story time (4 enrolled), Thundercats (grades 1-3),

### Facility & Parks

- NA

### Other:

- Working on comparison for online registration. Hope to have final comparison done for next meeting
- Marketing
  - o Met with MHTV last week
  - o Started work on Summer booklet – hope
- Would like to create a Strategic Marketing Plan for our Department
  - o Will have this for the commission by next meeting
- RFB for paddleboarding at Riverhead sent to Becky and have not heard back
- Will be ordering guitars from Guitar Center in Danvers but have not made it there yet
- Met with sailing committee to discuss summer program

### Hammond Nature Center

- First Hammond Nature Center Committee was last week.
  - o Identified a lot of needs and will continue to keep commission updated on all work

## Reynolds Playground Field Renovations

### Meeting Outline

January 20, 2015

#### ❖ Drainage

- Drawing 3 (draft), detail sheets 3-6 (draft)
- Increase in volume from previous design. (from 0.26 acre-feet to .46 acre-feet)
  - Area had to be modeled to answer the questions from Conservation Commission meeting 09-11-2014.
  - Storage volume increased to accommodate modeled inflow from Hoods Lane area
  - Post development decrease in runoff from field (zero)
- Cost increase for additional volume
  - ~\$22k additional in pipe materials (-\$51k in pipe at 0.46 af storage, vs. ~\$29k in pipe for 0.26 af storage)

#### ❖ Irrigation

- Standard or manufacturer preference for irrigation heads?
- Currently considering Hunter I-20 & I-40 rotors

#### ❖ Lighting

- Draft lighting plan complete
- Option between TV or LED lights. LED has higher initial investment, but lower operating costs and greater spectator comfort. Waiting on specific pricing information from supplier.

J:\Marblehead\569 Reynolds Playground Master Planning\Meetings\Talking points - 01-20-2015 meeting.docx