

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

January 7, 2017 7:02 PM

Members Present: Steve Blake, Bob Dunne(**arrival) , Gary Flynn, Jim Pedone (chair),
John Pitro(*departure)

Members Absent:

Guests: Anita Scheipers (Town Administrator), Vernon "Butch" Jackson (DPW Director),
Kathy Flaherty, Dawn O'Connor

Outstanding Permit Fees/Insurance Certificates/Facility Requests

WB Girls' softball has requested use of the softball field on weekdays 5:30-dusk, Saturdays all day, Sundays beginning at noon. They are also requesting use of Mixer and will work out the times with Little League.

- Motion Originator: Steve Blake
- Motion Description: Approve WB Girls' Softball field requests
- Motion Seconded: Gary Flynn
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

Parks Facilities/Maintenance Items

- Items that will be addressed in the spring – gates at AP field, Storage units, landscaping in area of old fencing (1st baseline Sr.BB field), lining of parking lots, sands/weeds at Pride Park, and date for next walk-thru.
- Precast stairs – no change, at Town offices with move date to be determined
- Goodale Courts– the tennis courts have been closed and basketball court lights are off.
- Dead tree on common – tree is gone, stump needs to be addressed.
- Skating rinks – are set up, waiting for them to freeze.
- Shrubs at Woodland – damaged by motor vehicle and will be replaced in the spring. Jim did not have an opportunity to speak with the Police Chief the about planting trees instead of the shrubs. He did discuss the matter with Nancy Lucier and she suggested sending letters to the neighbors.
- Items from walk-throughs – nothing to report on any of the items.
- Broken lens on light fixture at Goodale courts – Steve is working on.

Old Business (part a)

- Dugouts Sr. Baseball Field – the retaining blocks can be put into place, now that the ground has frozen. Steve will meet with Butch at the field at some point this week.

Community Input

Anita Scheiper reported that Town Counsel's opinion is that the position of Parks Facility Committee is to assist the Parks Commission. She stated that a conversation needs to occur with the PFC to come to an agreement as to what the next step is to move forward. Anita has suggested that a public forum meeting occur regarding the Master Plan, so as to keep it in the public's view. She also suggested that the funding be phased out, the first being for the remaining engineering and design and then the construction. There needs to be a sense of cost and potential funding sources for the Master Plan, before looking at short-term projects (such as addressing the issues with the track needing to be rebuilt). Anita stated that Beta Engineering may be able to provide a price estimate for the next phase or it may be necessary to do an RFP.

**John had to leave the meeting early. Prior to departing he announced that he will be resigning from the board and that this would be his last meeting.*

Jim will talk with Pat Inderwish (PFC chair) to review tonight's discussion and discuss the next steps. Jim will reach out to Beta Engineering regarding an estimate for the next phase and engineering and design costs for the track. He will also touch base with Vin Vignally to confirm that the correct plan is included in the new Open Space Master Plan.

- Motion Originator: Steve Blake
- Motion Description: Ask the Parks Facility Committee to
 - do the next phase, which is to get engineering and design costs for phase 1 of the concept plan
 - to get engineering and design cost to rebuild/improve track in the current location
- Motion Seconded: Gary Flynn
- Motion Discussion: Gary expressed concern about requesting additional funding at a Town Meeting. Anita explained that it is the next phase of the process.
- Motion Approvers/Disapprovers: **All Approved**

Jim noted that he was incorrect about the number needed for a quorum when there are only four members and that three members are needed for a quorum. Anita stated that a simple majority applies to the quorums and votes.

Approval of Minutes

- Motion Originator: Steve Blake
- Motion Description: Approve minutes – Decmeber 5, 2016
- Motion Seconded: Gary Flynn
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

Treasure's Report

	FIELD	RECREATION	PRIDE PARK	FERT/PEST
CURRENT BALANCE	\$ 12,018.68	\$ 2,534.54	\$ 3,583.77	\$ 4,255.00
BILLS PAID	0.00	\$ 34.05	0.00	\$ 0.00
TO BE PAID	0.00	\$ 16.69	0.00	\$ 0.00
DEPOSITS MADE	\$ 125.00	0.00	0.00	-----
TO BE DEPOSITED	0.00	0.00	0.00	-----

Parks and Recreation Programs

Nancy Lucier gathered information from other towns on their recreation departments, but there is not much to compare to. Jim has been replying to emails, informing the organizations that there are no programs being offered at this time. Jim has been contacted by an individual who is interested in running a tennis program (volunteering). Jim questioned whether the town insurance would apply in a volunteer situation.

- Motion Originator: Steve Blake
- Motion Description: To look for someone for the Recreation Director position
- Motion Seconded: Gary Flynn
- Motion Discussion: Gary stated that it is easier said than done. Steve noted that the job description needs to be reviewed/edited. Discussed pay scale of funding of the pay, deciding to keep as is.
- Motion Approvers/Disapprovers: **All Approved**

New Business

- Conflict of Interest Law – reminder to complete on-line.

***Bob arrived*

Old Business (part b)

- Tennis Courts back-board
 - Motion Originator: Steve Blake
 - Motion Description: To have Bob research and order back-board and to work with Town Accountant to have the vendor set-up.
 - Motion Seconded: Gary Flynn
 - Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

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- Open Space Master Plan – holding a meeting tomorrow. Their goal is to hold a public forum in Feb.
- Sr BB Field fencing – work has not begun, had been waiting for ground to freeze.
- Dog Park – Open Space Committee working on.
- Treasurer position – on hold until February.
- Gym/Rec Center/Pool research – Bob will reach out to some municipalities that have pools.
- Rebuild of Townsend Field – nothing to report.

Project List

Jim will email the grant writer to have him work on grants for some of the projects.

Member Priorities: roofs on HS dugouts, additional wells, retro-fit scoreboard at AP field, resurface basketball courts, sealcoat walkways

Deck Hockey; Batting Cages Little League and H.S. Baseball fields; H.S. Baseball field; Replace Track; Repair Woodland courts; Tennis Court Backboard; Permanent outfield fence @ Townsend & B Field; Fence around new practice field; Pool; Multipurpose field in the Pine Grove; Mixter Field renovation; Woodland Field Renovation; Turf High School Baseball Field; Indoor Gym Recreation Center

Committee Updates/PFC, Open Space, Rules & Fees

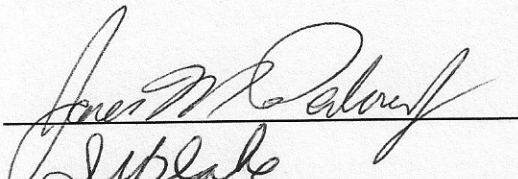
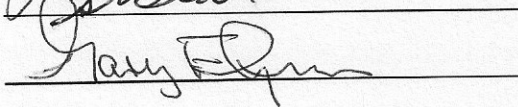
- PFC – no update
- Open Space – already discussed under old business

Members Requests

- Steve – need to get quotes for fertilization. Jim will put o DPW list.

Next Meetings: February 6th and March 6th

- Motion Originator: Steve Blake
- Motion Description: Adjourn / 8:50
- Motion Seconded: Gary Flynn
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

DATE: 2/6/17