

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

December 5, 2016 7:10 PM

Members Present: Steve Blake, Bob Dunne, Gary Flynn, Jim Pedone (chair)

Members Absent: John Pitro

Guests: Vernon "Butch" Jackson (DPW Director)

Approval of Minutes

- Motion Originator: Steve Blake
- Motion Description: Approve minutes – October 3, 2016
- Motion Seconded: Bob Dunne
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

- Motion Originator: Steve Blake
- Motion Description: Approve minutes – November 7, 2016
- Motion Seconded: Gary Flynn
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

Treasure's Report

	FIELD	RECREATION	PRIDE PARK	Fertilizer Pesticide
CURRENT BALANCE	\$ 11,893.68	\$ 2,584.28	\$ 3,583.77	\$ 4,255.00
BILLS PAID	0.00	\$ 34.05	0.00	\$ 0.00
TO BE PAID	0.00	0.00	0.00	\$ 0.00
DEPOSITS MADE	\$ 2,430.00	0.00	0.00	-----
TO BE DEPOSITED	0.00	0.00	0.00	-----

Bob will deposit the check from the Youth Football League for \$125.00. Bob will continue as treasurer for the time being (3 months), to help with transition.

Jim stated that in the event of an open seat on the board (leaving 4 members), that 2 members would be considered a quorum. Which raised the question - if 2 of the 4 members were to attend another meeting, would the meeting need to be posted?

Community Input

The West Boylston Youth Soccer sent an email stating that the fields looked great this season and thanking the Parks Department for their hard work.

Outstanding Permit Fees/Insurance Certificates/Facility Requests (none)

Parks and Recreation Programs

The Town Administrator is compiling information on what other towns offer for recreation programs and their Recreation Directors. The half-day program not being available has made the recreation programs a hot issue.

- Motion Originator: Bob Dunne
- Motion Description: To terminate all current recreation employees.
- Motion Seconded: Steve Blake
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

Parks Facilities/Maintenance Items

- Precast stairs – no change, at Town offices with move date to be determined
- Gates at AP field – are still being worked on
- Storage units – wait until spring
- Fencing at Sr. Baseball field – the old fencing (near school and 1st base line) has been taken down. Butch will work on getting the stumps ground. The landscaping will be done in the spring.

- Pride Park – weeds in sand – will be addressed in the spring
- Goodale Courts– the lights at basketball courts are off, as of today – due to snow. Butch was informed that nets need to be removed from tennis courts, which are closed for the winter and that the basketball courts can remain open (weather permitting).
- Quarterly walk-thru – next date to be determined at a future meeting
- Dead tree on common – Butch is working it.
- Skating rinks – Tim to start work on tomorrow.
- Lining of parking lots – weather permitting, will be done this year.
- Gazebo lighting – has been addressed
- Shrubs at Woodland – damaged by motor vehicle and will be replaced in the spring. Discussed whether trees would be a better option. Jim will discuss the matter with Nancy Lucier. Bob suggested that he also check with the police department for input.
- Items from walk-throughs – reviewed the list of items that need to be addressed. Steve will follow-up with Corporate Electric regarding the wiring at the AP Field and the conduit boxes.
- New items – Steve questioned why the golf cart was outside at the Town Barn and if there was not enough room in one of the storage units.

Old Business

- Signs – nothing to report, move to walk-thru items
- Dugouts Sr. Baseball Field – the dugout and fencing projects are intertwined. Steve has been working on both of the projects and stated that there needs to be a retaining wall/blocks. Butch will look into how heavy of a block can be moved. Steve has a name of a contact at Asabet Voke to see if they can construct the dugouts.
- Sr BB Field fencing – in progress, see above notes
- Gym/Rec Center/Pool research – Bob explained that it is just a concept at this time and the schools needs should be taken into consideration if it were to be. Bob visited the Westboro Tennis and Swim Club and gave a brief explanation on the indoor/outdoor design of the domed facility (built in 1976). Bob will bring more information that he has gathered to the next meeting.
- Tennis Courts backboard – discussed whether to purchase now and store or wait until the spring. Also discussed what would be the best way to make the purchase and pay for. Jim will speak to the Athletic Association regarding the donation and Bob will look into the purchasing approach.
 - Motion Originator: Bob Dunne
 - Motion Description: To purchase the backboard now, for installation in the spring.
 - Motion Seconded: Gary Flynn
 - Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**
- Open Space Master Plan – Jim, Bob and Gary all attended the last meeting. Jim reported that the committee is acknowledging the updates which were provided by the Parks Commission. Bob reviewed the steps remaining in the process of the plan update.
- Dog Park – was discussed at the Open Space meeting and the basic detail will be included in the Master Plan. Bob noted that it is still in the homework stage and that there would be public forums during the development. The Light Department property on Shrewsbury St. has been identified as a possible location.
- Rebuild of Townsend Field – nothing to report
- Scoreboard at AP Field – move to proposed project list

Project List

The grant writer informed Jim that the grants are closed for the (calendar) year. Determined what items should be priority and reviewed cost estimates for the projects. The costs for additional wells is unknown - \$10/foot, will need a tank(s). Steve will work on putting together information for the proposed wells. Steve suggested warrant article for the seal coating, instead of a CPA funds. Bob would like to see the track replacement be placed on the priority list.

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

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; Mixer Field renovation; Woodland Field Renovation; Turf High School Baseball Field; Indoor Gym Recreation Center

New Business

- Treasurer – see treasurer's report section

Committee Updates/PFC, Open Space, Rules & Fees

- PFC – Bob suggested that a member of the Parks Commission be the chair of the Parks Facility Committee. Steve noted that the board has not received an answer from the Town Administrator regarding the request for clarification on the responsibilities of the committee and of the Parks Commission. Jim raised the question of whether the board being appointed, opposed to elected, has any change or impact on the MGL 45. Bob noted that it has been 2 years since the question regarding the responsibilities was originally asked and the board has yet to get an answer. Bob has put together a draft of a list of questions that pertain to the matter.

- Motion Originator: Bob Dunne
- Motion Description: To send letter with the list of questions to the Town Administrator
- Motion Seconded: Steve Blake
- Motion Discussion: Reviewed Bob's draft of the questions. The letter is to be sent to the Town Administrator, thru the board's chair, with the addition Jim's questions regarding the MGL 45 and removal of the wording which references MGL 30. Bob will make the changes to the document.
- Motion Approvers/Disapprovers: **All Approved**

Bob stated that he has requested the PFC to look into plans for Woodland and Mixer.

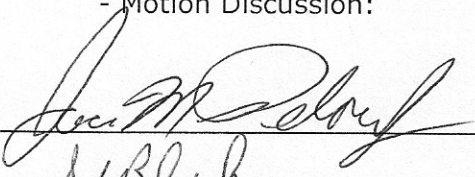
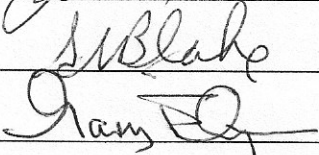
- Open Space – already discussed under old business

Members Requests

- Steve – will follow-up on Richard Phelps' email regarding the rides at Pride Park.
Steve asked if the meeting agendas be emailed the week prior to the meeting.
- Bob – will send scheduling spreadsheet to Jim.
Bob asked if John is resigning from the board. Jim stated that John does have a lot going on and may be resigning, but that he had planned on attending this evening.
- Steve - repair of the light fixture at Goodale courts needs to be added to DPW list of items.

Next Meetings: January 9th and February 6th

- Motion Originator: Bob Dunne
- Motion Description: Adjourn / 9:50
- Motion Seconded: Steve Blake
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

DATE: 1/9/17