

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

March 7, 2016 7:00 PM

Members Present: Steve Blake, Bob Dunne, John Pitro, Jim Pedone (chair)

Members Absent: Gary Flynn

Guests: see sign-in sheet

Approval of Minutes

- Motion Originator: Steve Blake
- Motion Description: Approve minutes for December 14, 2015 meeting
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: **All Approved**

- Motion Originator: John Pitro
- Motion Description: Approve minutes for January 12, 2016 meeting
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: **All Approved**

- Motion Originator: John Pitro
- Motion Description: Approve minutes for February 8, 201 meeting
- Motion Seconded: Steve Blake
- Motion Discussion: Bob reviewed corrections that needed to be made
- Motion Approvers/Disapprovers: **All Approved** – with the corrections

Treasure's Report

	FIELD	RECREATION	PRIDE PARK	4K ACCT
CURRENT BALANCE	\$ 7,635.23	\$ 6,647.12	\$ 3,583.77	0.00
BILLS PAID	0.00	\$ 33.10	0.00	0.00
TO BE PAID	\$ 946.68	\$ 2,099.04	0.00	\$ 726.50
DEPOSITS MADE	\$ 2,484.00	\$ 2,289.00	0.00	0.00
TO BE DEPOSITED	0.00	\$ 179.00	0.00	0.00

Community Input

-senior center

Representatives from the Council on Aging attended the meeting to discuss their recommendation of constructing a senior center on the Mixer property. Bob Chisholm explained that when the purchase of the Bethlehem Bible Church did not go thru, an ad hoc committee was formed to look at potential sites for a senior center (8500 sq ft building and 75-80 parking spaces). The committee looked at several locations and the consensus of the committee members and the COA, was that Mixer was the best location. The board members and Jen stated that incorporating a community center and recreational facilities might be a better sell to the residents. Jim Wright noted that the COA have had discussions about the senior vs. community center and said it might work if there were two separate facilities under one roof. Bob stated that the process would be obtaining funds for engineering, developing a conceptual design (with price tag), town meeting approval and referendum vote.

-practice field bids

The board opened the four bids (Mercurio, Leahy, Edilberti and Busy Bee) for the work need for the developing of a practice field at the pool site. The lowest bid was from Mercurio for \$21,817 (base price).

-bike racks

Bob has been informed that there are bike racks available, if the board has a use for them. Jim will add to the agenda of a future meeting to discuss locations. Bob will find out how many are available and if they are a donation.

Outstanding Permit Fees/Insurance Certificates/Facility Requests

WB Youth Softball (Sarah Latorre) have requested use of the softball field / Mon-Fri 5:30-dusk, Sat 9am to dusk, Sun noon to dusk / 04-15 to 06-17. They have submitted a check and will forward insurance binder in April

- Motion Originator: John Pitro
- Motion Description: Approve request as submitted
- Motion Seconded: Steve Blake
- Motion Discussion:
- Motion Approvers/Disapprovers: **All Approved**

WB Women's Softball (Beth Manjarrez) have requested use of the softball field, "A&B" fields and Mixter at 6:00 on Wednesdays during June, July and August. Beth stated that the fields were not kept up last year after the other leagues had finished and that Mixter was again in poor condition. Their insurance cert and check will be sent before the start of their season.

- Motion Originator: John Pitro
- Motion Description: Approve request as submitted
- Motion Seconded: Bob Dunne
- Motion Discussion:
- Motion Approvers/Disapprovers: **All Approved**

WB Youth Soccer (Jen Lapan) have requested use of Woodland / Mon-Thu 4:30-7:30 / Mar 21 to Jun 30 for practices (three teams). The league has asked for the fees to be waived. It is a separate entity than the fall league, but it is the organization that they play in to keep the program going in the spring. The teams will be made up of 35 kids from West Boylston.

- Motion Originator: Bob Dunne
- Motion Description: Approve request as submitted with fees waived
- Motion Seconded: John Pitro
- Motion Discussion:
- Motion Approvers/Disapprovers: **All Approved**

Sr. Babe Ruth (Ron White) had given a request form to Tim Shea and the form has not been received by the board. Ron does not have a schedule at this time, but the season is June-July. He will track the form down and get it submitted to the board.

WB Lions Club (Floyd & Judy Percy) have requested use of the common and gazebo on June 25th (8-5:00) for a Native American Cultural gathering.

- Motion Originator: Bob Dunne
- Motion Description: Approve request as submitted
- Motion Seconded: John Pitro
- Motion Discussion: Discussed expected number of participants, parking options, police detail and insurance cert (to supply before event).
- Motion Approvers/Disapprovers: **All Approved**

AAU (Todd Smith) provided the board with a letter from the Athletic Director, stating that use of the Sr. Baseball field by the AAU team on Sundays would not interfere with the school's baseball events.

West Best (Jen Breen) has requested use of the common and gazebo on May 7th (8-2:00) for their annual plant sale.

- Motion Originator: John Pitro
- Motion Description: Approve request as submitted.
- Motion Seconded: Steve Blake
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

WB Middle/High School – request forms have not been received yet.

- Motion Originator: Bob Dunne
- Motion Description: Approve school's spring use, based on last year's use and with the forms being submitted at next meeting.
- Motion Seconded: John Pitro
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

Parks and Recreation Programs

Jen reported on the current recreation programs she has running and is planning. Skating rink season is over, egg hunt is scheduled for March 19th, working on dates for tennis program, will run soccer on Fri evenings and Sat afternoons and the basketball program for 3-6 graders. Jen will not be able to attend the Town Meeting, but will prepare a report.

Parks Facilities/Maintenance Items

- Refinishing of benches (at gazebo) – in progress, materials due in this week
- Tree planting program – The costs of the trees have gone up and there is a sunset clause, the trees have to be planted by June.
- Well drilling – Steve has spoken with Bob Scales, who has recommended to do one well and see how that works out. The cost to drill is \$10 per foot, but no way of knowing how many feet. It cost \$2,300 to water the softball field for one year and the field was not watered enough.
 - Motion Originator: Jim Pitro
 - Motion Description: To have Steve and Bob prepare information to be presented to the CPC to request funding for one well
 - Motion Seconded: Bob Dunne
 - Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**
- Practice field – 300 yards of gravel have been prepared for use on the field.
- Pedestrian gate at AP Field – plywood has been removed and old gate from Sr. baseball field will be modified and installed. There is another one by the concession stand that the same thing can be done.
- Skating rinks – waiting for them to drain, should be down this week.
- Precast stairs – have not been moved, ground did not freeze.
- Tree removal – 21 trees need to come down at the pool site, public hearing is needed.
- Funds needed to prepare fields – Tim has put together a list of materials (\$6,000 estimate) needed to get the fields open. Discussed what items were a priority and that Tim needs to inventory what is in the storage units (before any ordering is done).

- Motion Originator: Steve Blake
- Motion Description: Approve \$4,000 to use to purchase items on the list.
- Motion Seconded: Bob Dunne
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

- Walk thru – Saturday March 19th at 9:00 / Townsend Field

Old Business

- Practice field – Discussed the bid from Mercurio, which was the lowest bid submitted. The costs to dump the concrete are unknown and not included in the bid. Steve is working on putting together costs figures for the other portions of the project
 - Motion Originator: Bob Dunne
 - Motion Description: To have Steve prepare the funding request as discussed, and present it to the Community Preservation Committee
 - Motion Seconded: John Pitro
 - Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**
- Tennis courts
 - Motion Originator: John Pitro
 - Motion Description: To open the tennis courts for the season
 - Motion Seconded: Steve Blake
 - Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**
- Dugouts Sr. Baseball Field – Steve has spoken with the building inspector and needs to provide him with a drawing. Steve will continue to work on the project.
- Mixer usage – change from speak with Board of Selectman to work with COA.
- Open Space Plan – Bob has gone thru the 2009 document and has marked with changes that are needed. He will email the document to the other board members.
- Gate at softball field – installing a gate in the outfield is not being done at this time.
- Parks jurisdiction - Jim looked into what properties fall under the Parks Commission and reported that it is everything that was thought to be, with just the field area at the Mixer property.

New Business

- Prioritization of projects – Jim asked the members to email their project items to him, so he put together a list for the board to review and decide the level of priority.
- Port-a-toilets – Steve will get quotes for the toilet service.
- Fertilization funds – Jim has spoken with Nancy Lucier regarding the funds needed for the fertilization and turf maintenance. In the past there has been \$4,000 from free cash and another \$4,000 from a warrant article. The board has requested the same be done, but that the amounts be increased to \$5,000. Steve noted that the plan is not to apply any weed control this year and instead try to grow some new grass.
- DPW FY17 Parks budget – have requested that the budget be increased by \$6,000 to \$30,000.

Committee Updates/PFC, Open Space, Rules & Fees

PFC – working on presentation for town meeting.

Open Space – no update

Rules & regulations – done except for the signs need to be updated, will look at during walk-thru and move signs to new business.

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Updating the parks maintenance plan document was discussed. Mike noted that if it were specific, it could help with getting funding.

Reorganization of sub-committees – to be done at next meeting.


Members Requests


The Wachusett Country Club is giving a bunker machine to the DPW, which is needed to improve the conditions at the Mixer field.


Next Meetings: April 4 and May 2

- Motion Originator: John Pitro
- Motion Description: Adjourn / 10:15
- Motion Seconded: Bob Dunne
- Motion Discussion:

- Motion Approvers/Disapprovers: **All Approved**







DATE: 4/4/16