

WEST BOYLSTON BOARD OF PARKS COMMISSIONERS

April 4, 2016 7:05 PM

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

Members Absent: Gary Flynn

Guests: none

Approval of Minutes

- Motion Originator: Bob Dunne
- Motion Description: Approve minutes for March 19, 2016 meeting, with addition of discussion possible modifications to track and grandstand.
- Motion Seconded: Steve Blake
- Motion Discussion:
- Motion Approvers/Disapprovers: **All Approved** John abstained, was not at the meeting.

- Motion Originator: Bob Dunne
- Motion Description: Approve minutes for April 4, 2016 meeting
- Motion Seconded: Steve Blake
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

Treasure's Report

	FIELD	RECREATION	PRIDE PARK	
CURRENT BALANCE	\$ 9,504.49	\$ 7,440.57	\$ 3,583.77	
BILLS PAID	\$ 686.26	\$ 2,564.72	0.00	
TO BE PAID	\$ 324.22	\$ 1,800.95	0.00	
DEPOSITS MADE	\$ 3,685.00	\$ 3,714.50	0.00	
TO BE DEPOSITED	\$ 0.00	\$ 1,784.50	0.00	

Jim stated that the school will be sending a check for \$2,304.00.

Outstanding Permit Fees/Insurance Certificates/Facility Requests

The West Boylston Middle/High School has requested use of the All-Purpose Field on Friday May 6 (2:30-10:00) for their annual WB is in it to END it event. Steve noted that there were issues last year with the bouncy house on the field and vendors driving on the field.

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

Kyla Sullivan has requested use of the summer house for a birthday party on Sunday June 5th (2:00-6:30).

- Motion Originator: John Pitro
- Motion Description: Approve request as submitted.
- Motion Seconded: Steve Blake
- Motion Discussion: Steve noted that trash barrels will be needed.
- Motion Approvers/Disapprovers: **All Approved**

Major Edwards School has requested use of the summer house and courts on Tuesday June 14th (9:00-2:30) for their grade 5 cook-out and field day (June 15th raindate).

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

The Beaman Oak Garden Club has requested use of the common on Saturday October 1st (8:00-5:00) for their fall fest.

- Motion Originator: John Pitro
- Motion Description: Approve request as submitted
- Motion Seconded: Steve Blake
- Motion Discussion: Discussed whether an insurance certificate should be required. Jim will speak with the Town Administrator about insurance requirements. Jim noted that the group does have a police detail.
- Motion Approvers/Disapprovers: **All Approved**

Bob noted that the board does have a fee set for use of the common, which is in conflict with how it had been set-up by the Selectmen. Bob will bring the policy to the next meeting for review.

Bob pointed out that request forms for the Major Edwards field days have not been received. Jim will track down the forms.

Also, the It's a Celebration has submitted a request for the events over Memorial Day weekend.

- Motion Originator: Bob Dunne
- Motion Description: Approve It's a Celebration, pending receipt of the signed permit.
- Motion Seconded: John Pitro
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

Sr. Babe Ruth was unable to put a team together and will not be using the sr. baseball field.

- Motion Originator: Steve Blake
- Motion Description: Refund \$240.00 to Ron White for the Sr. Babe Ruth fee.
- Motion Seconded: Bob Dunne
- Motion Discussion: - Motion Approvers/Disapprovers: **All Approved**

Bob provided the board members with an updated facilities usage schedule and reviewed the outstanding insurance certificates.

Parks Facilities/Maintenance Items

- Field maintenance – Mixer needs work, still in poor condition.
- Well drilling – \$17,500 approved by CPC, to be voted on at the town meeting on May 16th.
- Quarterly walk-thru – next one scheduled for Saturday June 11th.
- Precast stairs – move date to be determined
- Gate at football field – work has not been done
- New items – Steve will look at the water heater in Townsend Field concession stand.

Old Business

- Practice field – Funding was approved by the CPC and will voted on at May 16th Town Meeting.
- Tennis Courts backboard – Steve spoke with the tennis coach, who would like to see one installed on one of the sides.

- Dugouts Sr. Baseball Field – revisit in July
- Open Space Plan – reviewed the existing documents and revisions that Bob has proposed. There are a few more changes that are needed. Bob will have the document with the discussed changes for the next meeting. Jen is working on the recreation portion.
- Parks Commission Master Plan – Bob has put together a draft document to start with.
- Fertilization funds – two amounts for \$5,000 to be voted on at May 16th Town Meeting.
- Signs – Bob has not worked on yet, nothing to report.

New Business

- Bike Racks - \$1300 available for racks, request form needs to be completed. Jim will work on and email information to the board members.
- New projects – discuss at June meeting, pending out-come of town meeting votes. There is an article on the warrant regarding the Mixter parcel. The board discussed whether the existing field is included in the parcel and what the purpose of the article is.

Parks and Recreation Programs - Jen not in attendance - no report

Committee Updates/PFC, Open Space, Rules & Fees

- PFC – vision and 30 year Goodale Park master plan will be presented at Town Meeting. Bob handed out an email regarding the MIAA requirements for the track. Bob noted that there was an alternative plan prepared by the engineering firm; neither of the plans have been approved by the Parks Commission. Bob stated that the board needs to get clarification on the PFC powers and responsibilities. He provided the members with the minutes from the Selectmen's meeting that the committee was formed at.
- Open Space – Gary not in attendance – no report
- Rules & regulations – nothing new to report on
- Reorganization of sub-committees – wait until all 5 members are in attendance.

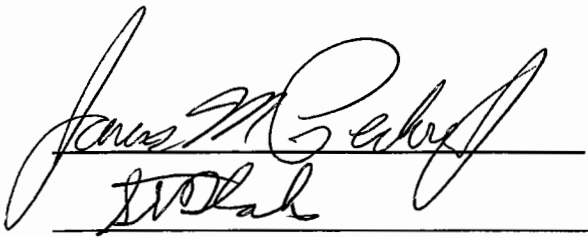
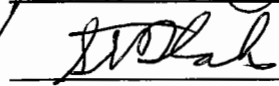

Members Requests

Discussed the poor condition of the grass on the common and whether seed should be put down. There is not an irrigation system for watering, and therefor decided to not put down seed.

Next Meetings: June 6th and July 11th.

- Motion Originator: John Pitro
- Motion Description: Adjourn / 8:52
- Motion Seconded: Steve Blake
- Motion Discussion:

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

DATE:

