

Parks and Recreation Committee Minutes - DRAFT
Monday, September 21, 2015
Bromfield School Cafeteria

Called to order at 7:40.

Present: Wyona Lynch-McWhite, Steve Gordon, Doug Thornton, Steve Victorson
Also present: Bob O'Shea - Harbor Master

Reviewed minutes

Approved with motion by Doug and second Steve G. 3-0

Tabled Sept. 8 Minutes until Steve V. arrived.

Harvard Family Association Presentation. Discussed their change in status and the closing of the Barn school

Steve V. motioned to approve 9/8 minutes. Doug seconded. Approved 3-0. Steve G. abstained as he was not present.

Doug met with Ron Stu and Rich Nota to view the track.

Wyona asked if the track company was present. No, but they will come out for a visit.

Track looks better than previously. The maintenance staff is using the blowers to clean the track.

At one point during the Summer the small tractor was used for a few weeks while the larger tractor was being fixed. However, it is not practical to switch tractors permanently.

They discussed the possibility of using a spray on the track with some kind of machine administered by the town.

The track company suggested that eco-smart be used to kill the grass.

The company felt this was a one time problem and that the set of seeds that were in the track would go through their cycle and the problem will end.

The company representative will come out to view the track.

Bob O'Shea had a few questions on how the seeds could be between the two track layers and would have survived the new layer being put down. He also questioned as to why the new track was put down on seeds.

Wyona summarized that when Cape Cod returns, we need their assessment in writing.

Doug summarized that the DPW would take care of this and would have one of the staff spray the eco-smart on the track.

Steve G. asked that DPW(Rich Nota) provide a written plan for how to take care of the track.

Wyona asked that Doug put together a written report after meeting with Cape Cod and Doug regarding the remediation process.

Rich suggested to Doug that the asphalt around the track be resurfaced.

Irrigation update

Doug explained the irrigation problem and that the vendor was not happy with the confusion on payment. He will look again at the system which Rich thought was originally struck by lightning. There is still a question as to why it broke a second time. Corbett will supply another proposal.

Steve G. suggested that we look at another irrigation vendor.

Wyona - With other irrigation questions, should we ask a vendor to look at the entire system.

Doug will look for other vendor quotes.

Wyona - Let's try to get it fixed this year.

Steve G. wants 3 quotes and a vote at the meeting to decide.

Wyona - Pat Nelson had a question on HES field and went directly to Rich. It needs to be cleaned. None of the parks and recs. staff were notified.

Wyona asked that Doug contact Rich regarding this request.

Steve G. had question on one of the bills and it was determined to be a highway department bill. There was a question on another bill and it was also determined to be for another department.

Doug will meet with Steve Mirarchi to discuss an overall field maintenance plan.

Doug got a request from the town of Bolton to rent Waite field. The soccer club mentioned that the fields were overused and that Sunday morning games could be problematic. They also wanted to use the goals.

Wyona - Asked for Doug's recommendation.

Bob O'Shea asked what would be their rate.

Doug felt that the fields were overused.

Wyona brought up the concern that maybe we should try to help out the other town.

Steve G. questioned our fee structure and what other towns charge and that we should adopt the fee structures of other towns.

Doug said that because of the irrigation problem that the field was in worse shape than normal.

Steve V. liked Wyona's statement about helping the other town, but because our fields are in such tough shape this year that we should perhaps apologize and say that this year the request would not work.

Doug discussed the field at the track and why it was not being used.

Wyona answered that the current park and rec commission has no understanding as to why they cannot use the field.

Status of Steve Reynolds work regarding the electrical box on the common. Need to have power by the pie festival taking place on October 10th.

Beach Operations

Allie is not present.

Wyona has asked that unclaimed parking stickers are turned in for a final accounting. If people paid at town hall, she wants them all in the registration system. Wyona wants to improve the process. The stickers are essentially 34k in cash and need to be accounted for.

Steve G. Draw down not happening until the middle of October.

Wyona - CPC funding due by the end of the week. Will put through the stone wall project as planned with Joe Blue.

Capital Requests

We have existing requests that we can continue.

Ongoing requests for fields.

Need to request enough money for the Beach director.

Discussed Linda Mara's pay scale and the fact that she was underpaid.

Steve G. will write an email to Marie regarding getting Linda Mara paid appropriately.

Discussed Linda Mara staying on through the end of September.
Discussion on why are we were told by the town when to close the beach this year and ongoing issue with beach staff.

Steve G. – Regarding Portajohns on fields; Ratta came back with a lower price. Lorraine asked why we were not now using Ratta. Ratta can continue on and start again in the Spring.

Doug - Soccer will pay for one month in July.

Bob O'Shea - Invoice for the triathlon. Check will come on Thursday.

Wyona - We also need an invoice for Mike Girard.

Steve G. has no way to make an invoice.

Wyona will make an invoice for 100.00

Steve G. discussed the numbers.

Because of the account sweep, the revolving account will remain negative.

Wyona asked Steve V. to do a reconcile report with Allie. We need all beach stickers.

Wyona brought up a report that shows we are owed 4k from various individuals. She also remarked that if in fact some of these payments came in by check, that the system would not record payment.

Wyona wanted to clarify the status of Linda Mara. All clear.

New Business

Steve G. wants to put out an ad for the beach director. Not to replace Allie, but to make sure we have a pipeline of directors. We need to talk to the town on how to make this happen.

Wyona asked Steve and Steve to talk to the town on how this process takes place.

Ultimate Frisbee - Wants to pay for the Summer. had cash and check. Steve asked to drop off the payment at town hall.

Doug questioned his potential Fall date request. He will contact Doug should it happen.

Bob O'Shea - Mooring request for sailboats and inner cover. One in each corner with a chain in between. With a 6 foot draw down this year it would be easy to place the moorings directly into the muck. It would be less expensive to do this year.

Steve G. do we want to vote on spending 1k to do this repair.

Yes, it will be on the October 5th meeting agenda.

Doug asked about Ski Club busing.

Steve G. asked for 3 quotes on busing services.

Wyona asked about the representative. Doug is looking for a new rep.

Bob O'Shea - Investigate one method of payment. Perhaps use town hall for all payments?

Meeting Adjourned: 10:00PM

Double check 9/8 minutes for sentence referencing 366 kids.

Steve V. will meet with Allie to take care of stickers....Done