

Parks and Recreation Committee Meeting – 05 January 2015 – Center on the Common (Harvard, MA)

Attendees: Wyona Lynch-McWhite, Steve Gordon, Bob O'Shea, Doug Thornton, Steve Victorson and Elizabeth McGrath

Meeting called to order – 7:31pm

Approval of 15 December Minutes – 2 corrections were made; 11am start and 2016 budget submitted minor changes made; minutes approved as corrected 5:0

Discussion -

- All 2014 Meeting Minutes need to send to town for posting – Wyona will send December minutes send to Steve V for coordination.
- On the website, we all have to add our updated contact information – let Wyona know if there are any updates/changes.

Beach Operations –

- Beach stickers – Wyona will check with Joe on ordering; we need to make sure the color is different and then order about 600; Wyona to get information from Joe Schmidt and send to Steve V.
- Need to ensure the right size boats are assigned to the right sized mooring – this year this will be done by registration number.
- Regarding the Bass Pro Tournament, please ask for a wheel count. In regards to the regulation of Bass Fishing, ensure they report what they catch (Richard Hartley – Fish/Wildlife looking for data)
- Approval of any further tournaments – will place on Parks & Rec meeting calendar as updated
- It is our intention to be sure that all tournaments are permitted and that staff is hosing off trailers/boats
- Bare Hill Rowing is requesting a change of date for their tournament (Mass Public School Championship)
 - o They would like to extend and keep their equipment in lot 1 week; committee agrees that is sufficient
- Bob O'Shea mentions the anchors are \$84.00 from New Bedford – 16 of them; \$120.00 for shipping all of them
 - o Results from this conversation: Bob will get a quote; Steve G. to call and request a Net 30 invoice and set up as vendor
 - o Bob to e-mail quote to Steve G. with quote
 - o Completed NLT February 2015

Field Updates –

- In regards to the previously requested Lacrosse event, in researching to utilize the field, Doug announced that Parks & Rec can pick the date. Doug will let Coach Planchette know the information and have him pick the date and notify our committee.
- Regarding Charlie Waite Field: Gorbett Incorporated Invoice; replacing a pump, irrigation, etc. invoice – looking for a contact name (company said the request came from Parks/Rec)
 - o Discussed that this work was completed on the field; can it be verified what was owed?
 - o Doug explained that they will waive the finance charge and create 3 separate invoices – Doug to send additional information to Steve G; Park and Rec committee to pay once information is received.
- Doug discussed Soccer; he was asked about all the tire tracks on Waite Field and mentioned there is no action plan at this point.
- The upcoming Athletic Advisory Board meeting - next meeting is Wednesday, 1/7 at 8:00am.
- Wyona asked if the finance charges are coded by field and whether or not filtering is a feature? Steve G responded that yes, we could.
- Steve G reported regarding the tree and bills around the tree. A bill has been received from Prestige and Wyona is to prepare memo for Women's club (Steve G. to send invoice from tree company to receive check from Women's club)

Budget Updates –

- Revolving funds numbers discussed; totals of each account reviewed
- Wyona asked if, regarding the leftover ski funds, if the additional money was allocated for anything? Doug claimed that the final totals must be confirmed before determining any future use of the funds.
- Wyona discussed that, in terms of field/commons budget a new electrical box under tree will need to be repaired this year.
- The beach expense fund totals are reviewed mentioning there is a separate Beach Director Budget.
- Wyona confirms that she will request \$1200 from Women's Club and purchase new beach stickers.

Ski Club Registration/Updates –

- It was mentioned by Doug that last year's dates are listed on the website; Wyona took an action to clear out old dates from website.
- In regards to the ski program, Doug explained that the bus has been fully paid and that all students have been cleared.
- Doug discussed that the warrant for lift ticket scholarship needs to be reimbursed. Wyona is to send additional information/invoice to Steve G. to receive reimbursement.

- Steve G. reviewed checks previously received and mentioned any additional checks he received will be deposited immediately.
- Doug took an action to send Steve G. list of "paid" names.

Beach Updates, cont. –

- Wyona to e-mail fishing tournament dates out to the Parks & Rec committee and will place all event dates on website
- It was also discussed by Steve V. to place wood chips down by the beach racks. Wyona agreed and mentioned that the approved chips should be purchased from the conservation (triple cut chips)
- The committee discussed different methods to minimize cash at beach for beach stickers, etc. The intent is to make it easier for both employees/residents.

New Business –

- Regarding the Harbormaster Canoe, Bob provided a couple of quotes. It was previously agreed upon to replace the canoe (around \$300) and get a different color sticker for that specific canoe.
- The next meeting is scheduled for 20 Jan 15; please have any agenda items by 15 Jan 15
- All above action items were reviewed by Wyona.
- Doug mentioned that new picnic tables will be needed for where the Baseball team sold Christmas trees and that we will know further information in springtime. It was mentioned that he will ask the Booster Club as they will be responsible for the replacement.
- Steve G. mentioned that an invoice from Harvard Press for advertisement was received in reference to the soliciting of August 15 bids for McCurdy track (\$50.) Wyona would like to confirm the ad and then pay the invoice. Also, would like to confirm with Jon from Harvard Press Jon who initiated the ad.

Meeting adjourned - 8:48pm