

## **APPROVED MINUTES Parks & Recreation Commission – June 15, 2015**

- Meeting called to order: 7:40pm - Bromfield High Cafeteria (Harvard, MA)
- Attendees – Steve Gordon, Doug Thornton, Wyona Lynch-McWhite, Bob O’Shea and Alexandra Luck

### **Minutes**

- o Steve has forwarded all 2015 minutes that he has taken to Janet and Elizabeth will take care of any outstanding ones from home. Her baby is due in July. She is on bed rest and will not be attending meetings for a while.

### **Field Operations**

- o Ann Lee Field: Citizens seeking help with getting the field mowed did not have the correct email for Doug initially but the issue has been resolved. This sport has not paid in the past but Doug will be working with them and all other sports regarding field usage fees. Discussed the various methods for getting fields mowed in the past and going forward. DPW has been working with Doug to handle a mow on request issue
- o Field Budget items at year-end. Doug has working on securing the picnic tables, seed/feed/fertilizer for this. Pam Alexander has notified the Chair and Doug about the need for a replacement tennis net. There is also the issue of the electrical work on the town common which is budgeted for 3K. Doug will email all relevant invoices etc. to Steve Gordon.
- o Discussed track registration and payments received at town hall.

### **Web Updates/Event forms**

- o We have not received any new event forms but there have been several small events using the commons that did not get posed to the schedule.
- o Discussed boat tournament, see next item.

### **Beach Operations**

- o **Boat Checking – Boat Tournament:** The tournament on the 14<sup>th</sup> seemed to have 13 boats and not the 5 that were requested and paid for. Five were paid but 13 were clearly on the water at 6:00 am. Linda noted all 13 and has them listed as paid online which does not match the system. Steve G. will check with Sage about how we distinguish the online payments for these tournaments. Discussed getting the boats checked and what is going on with Linda Marra’s staffing. There is a need to hire evening boat checkers around 4:30 – 8:30 pm as the town is loosing quite a bit of money. Steve V. will ask Marie why Linda is not getting paid. Remind Marie that we have lost 100 boats worth of fees. The Harbor Master suggested that boat checkers might need uniforms and maybe there faces on our website to help them as they deal with out of town boats.
  - **VOTE, Motion by Steve G:** That we hire additional beach staff to serve as boat checkers every day between 4:00 – 8:00 pm. Second by Steve V. Approved 4-0
- o **Beach staffing:** Lifeguards are onsite 11:00 – 5:00. They can help out with the evening boat checking while we work to get new boat checkers on board. The Chair asks the

Beach Director to add this level of staffing to the beach ramp up for 2016. We should know how many guards, aide and attendants we need. The Beach Director reports that things are mostly up and running at the beach. Swimming lessons begin on the 29<sup>th</sup>. Discussed collected money at beach, ice cream sales and the town's suggestion for a punch card system. There is no WIFI at the beach for onsite transactions but the staff has internet. Bob O'Shea can give them a router if we can work out a system Everyone agreed that this seems to be the easiest solution. Cards need to be made - \$1 per punch. Issues with how people get the cards, online sign ups or paid by check at beach. Wyona will follow up with Lorraine and also the icecream vendor who approached the town.

The Chair discussed promise to town hall to make a duplicate form for the cash collected for boat launch. Beach Director or Steve to send a copy of the town transfer form, Wyona will get Lorraine's approval and then get the forms created. Staff training is next week. Rules for beach stickers need to go on web including:

- Parking on ride side of pond road past the parking area up to pole 8
  - Beach stickers affixed to lower left bumper
  - Violators can be towed
  - Nanny passed must be obtained from the beach director
- Beach stickers sold at town hall need to be entered into the registration system. All remaining stickers will be turned over to Beach Director on Saturday.
  - Bare Hill Triathlon on 28<sup>th</sup> – beach closed until noon. Pond Rd closed the night before.
  - **Medical Call box at beach:** This is not working per Julie Doucet. The Beach Director will check on this.
  - **Dock replacement:** Looking at Trex select vs Azec and there are two color options, brown and grey. Bob O'Shea to make the final decision. Replacement achors will be screwed in soon. Also discussed various fines and how to get information to Tim Bragan about any violations.
  - **CPC updates:** Waiting on stone wall update and also 2016 applications
  - **Meeting adjourned 9:59pm**