



Town of Medway
Board of Park & Recreation Commissioners
155 Village Street
Medway, Massachusetts 02053
(508) 533-3275 508-321-4985 (Fax)

Paul S. Mahoney Sean Murphy Mike Tudino

Meeting Minutes
June 28, 2017
Medway High School

In attendance:

Park Commissioners: Paul Mahoney, Sean Murphy, Mike Tudino
Other: David D'Amico, Shirley Bliss, John Ferrell, Tony Logan, Lyle Core, Mike Sean, Glen Trindade, Rich D' Innocenzo

Mr. Mahoney called the meeting to order at 6:33 pm.
Mr. Trindade joined the meeting around 7:05 PM.

Public Input-

Per Player Fees: (Tony Logan) There was discussion on per player fees and question was asked why the player fee couldn't be rolled into the field rental component. His concern was that there will be less enrollment due to higher player fees. Chair Mr. Mahoney said committee will review their policy closely this year. The funds generated will be used to maintain the fields.

Develop Standard Operating Procedure for Turf Field Snow Removal- Not Discussed

Advertising: Mr. Murphy talked about bringing the youth groups together to discuss options to have advertising on the fields in the town. He said youth groups input is critical to the process. BOS, Dr. D' Innocenzo said all the revenue made from advertising shall be shared with the youth groups. There was discussion on viable methods to distribute the revenue reasonably between the groups. Any revenue from advertising from any out-of-town group should be directed to the Parks fund. Mr. Mahoney suggested that a proposal should be drafted before discussing with the youth groups. It needs to be figured out ultimately which one is generating more revenue, fund raising or advertising. BOS, Mr. Trindade said members from each youth group should be part of the conversation. Mr. Core and Dr. D' Innocenzo said advertising proposal should begin at Hanlon field.

Field fees-

Fall Schedule/ schedule meeting in early to Mid-July: Meeting is scheduled for July 10th at 6:30 PM.

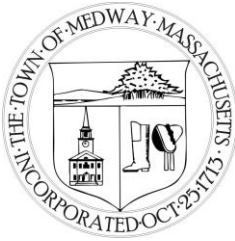


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Procedure on turf rentals/accepting additional forms of payment-

- Mr. Mahoney opened the discussion on this topic. He said the thought process behind this discussion is for the Committee to review the existing rental costs for both grass and turf fields in Medway. Discussions will be held to finalize the future rental rates based on the current rates. He said grass fields are underutilized and turf fields are over utilized. Revenue from turf fields will be used for maintaining grass fields.
- There was discussion on reducing the fee for town players. Mr. Murphy asked the reason for reducing the fee. He said unless there is hardship caused to the groups there is no reason to reduce the fee.
- Mr. Tudino said effort should be made to ensure that in town groups have the opportunity to use the fields before they are subsidized for out of town groups. He said weather related and other unforeseen cancellations should be taken into account before committing the schedules to the capacity to all groups including the out-of-town groups. Lamson field could be used by two groups simultaneously if done safely.
- Mr. Murphy said Medway Lacrosse team is currently scheduled to play for 6 out of 10 nights. He asked how many more days would the team need to fulfill their schedules. Mr. Tudino said requirement is for one additional night. Mr. Murphy said it's important that teams are flexible in selecting schedules.
- Mr. Mahoney noted that he had observed on many occasions when the turf field was booked by lacrosse team but was used by some other team. The intention of the commission is to maximize the utility of the fields with priority given to in-town groups. He reminded everyone that focus should be to generate enough revenue so there are enough funds available in 10 years when the fields are due for big repairs. There is a need to make a fair and transparent compromise in order to achieve this goal.
- Mr. Tudino said regardless of whether lacrosse team uses or not uses the fields, they had paid for the time slot. He commented fields should not be scheduled on such an aggressive basis.
- Mr. Mahoney asked Ms. Bliss if she could project the fields capacity, her response was no. Ms. Bliss will provide the fields schedule to the commission.
- Discussion ensued on scheduling the fields efficiently.
- BOS Dr. D'Innocenzo said every effort should be made to utilize all the (grass and turfs) fields in town. Everyone in town should have the opportunity to play and use the fields. To address the current demand and to be fair to all teams, new fields should be added in town. He added grass fields are currently underutilized especially in spring.



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Issues with parking and drop off access road- Safety issues with parking on the access road to North field was discussed. Mr. Trindade said the road needs to be open as an access to North field per Planning Board decision. Proper signage, cops presence were discussed as some of the preferred options to alleviate the issue. Enforcing fines in the range of \$150 -\$200 for potential violations was discussed. Mr. Trindade recommended the Commissioners approach CIPC to ask for opening up the back entrance to high school. It was agreed to install "No Dropping", "No standing", and "No Stopping" signs.

A motion was made by Mr. Mahoney to request DPS to add No Dropping, No Standing, and No Stopping signs near the access road, seconded by Mr. Tudino. All were in favor.

Middle School Track Repair- Mr. Tudino asked for an update on the middle school track repair. Mr. D' Amico said it's ongoing and will be completed in fall. It's estimated to cost around \$15K. To a question on batting cage installation, Mr. D' Amico said he anticipates to have the work completed this week.

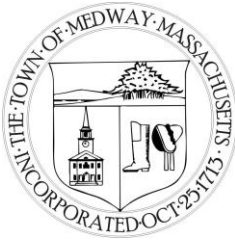
Website Improvement Plan-

Mr. Tudino talked about making improvements to the webpage on town website. He talked about consolidating all parks related matters on one page. He quoted Thayer house webpage as an example and suggested using it as a model to work on Parks web page. He also discussed online payment options to the teams using Unipay. Process will be more streamlined and efficient eliminating the issues of missing checks, unpaid invoices, etc. It should be one central page for all users. BOS, Mr. Trindade suggested that Commissioners meet with IT Director Mr. Boucher at a future Parks meeting and discuss the requirements for the webpage. Mr. Tudino agreed to reach out to Mr. Boucher to invite him to a Parks meeting.

Dave D'Amico:

Provide written process for adding warrant articles to Town Meeting, include key dates.

Mr. Mahoney asked about written process for adding warrant article to the town meeting including key dates. Mr. D' Amico said there are no key dates, they are established by selectman's office. He briefly explained the process. He said Ms. Allison Potter sends out the emails informing the dates for including warren articles. Mr. Mahoney asked that Parks commission be included in the email list.



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***Provide updates on field conditions, specifically playability of areas requested for evaluation at last meeting-
VFW field-***

Mr. D'Amico provided an update on the current conditions of the VFW field. Mr. Mahoney asked if it's a viable option to use the field for the flag football practices. Response was the field is a grass field without irrigation. It's playable as is but improvements are required if it were to be used for long term. Mr. Ferrell noted that VFW field generates good revenue from men softball team using the field for summer and fall.

Fields need to be leveled in order to make it playable. Mr. D'Amico said it could be accomplished. Mr. Mahoney asked for an estimate to maintain the field in playable condition for football. In addition to that he requested for an estimate to provide play seating (in the fall) if it's determined to be used on an ongoing basis.

Mr. Mahoney agreed to talk to VFW about the proposed improvements to the field in exchange for using it for football practices in fall for now.

Baseball field at middle school-

Mr. D'Amico talked about the field behind Charland up to the edge of the baseball field. He said it's a little beat up and could use some improvements. He said \$15K might be needed for repair on a yearly basis.

Formulation of Parks/ CIPC list with input from Youth Groups

- Requested youth groups to come up with a wish lists of projects they would like to see done on the fields in the next five years.

Set up Public and Private Calling tree for field rental issues, lighting, etc.

- Mr. Mahoney talked about setting up a calling tree for people who rent the fields. Goal is to provide them with clear direction on whom to contact for Parks related issues. Ms. Bliss will send the calling list / numbers to the Commissioners. They will establish the calling list order. Alphabetical order by last name was discussed as an option for the order on the calling list.

A motion was made by Mr. Mahoney to adjourn the meeting at 9:00 PM, seconded by Mr. Murphy. All were in favor.

Next meeting is on July 10, 2017 at 6:30 PM at Medway High School.

Respectfully Submitted by,
Sreelatha Allam

June 28, 2017

Board of Parks & Recreation