Meeting Minutes

May 02, 2018

Medway High School (Guidance Area)

**In attendance:**

Park Commissioners: Paul Mahoney, Sean Murphy, Mike Tudino

Other: Shirley Bliss, Andrew Ruggeri (MYS), Rich Coakley (MYB & MYC), Dave D’ Amico, DPS Director. Debbi Rossi, Rick D’Innocenzo (BOS, EPFRAC), Patty McDonald (MHS Boosters), Lynne Sheehan (MHS Boosters)

Meeting was called to order by Mr. Mahoney at 6:38PM.

Meeting Minutes:

03/28/2018: ***A motion was made Mr. Tudino to approve the minutes of 03/28/2018 as presented, seconded by Mr. Murphy. All were in favor.***

Discussion:

* **RAD Maintenance-**
* There was discussion on purchasing the tractor, mower, and the back hoe for an estimated cost of $77,000.

***A motion was made by Mr. Mahoney to support the proposal and approve funds from revolving funds to purchase the tractor, mower, and back hoe for $77,000, seconded by Mr. Tudino. All were in favor.***

* Mr. D’Amico provided RAD Sports proposal for annual maintenance at Medway High School.
* Members discussed and went over the program. The estimate is at $13,387 per year. It includes:
* 1 Gold Package for 3 fields- $5,865
* 1 Silver Package for 3 fields - $4,972
* 1 G-Max testing @ $850 per field - $2550
* Members were ok with the estimate and the annual expense for this purpose.

***A motion was made by Mr. Tudino to approve funds from the revolving funds for the annual maintenance program as presented in RAD Sports estimate ($13,387), seconded by Mr. Mahoney. All were in favor.***

* **Approve State of the Parks report to FINCOM**-
* DPS Director submitted the required information prior to the town meeting.
* **Review Latest schedule for Choate and Oakland Park-**
* Mr. Ruggeri (MYS) attended the meeting to discuss this item.
* **Review Peace Garden progress, affirm support**-
* Mr. Mahoney explained the background and history of the project to Ms. Rossi and youth group members.
* Commissioners discussed that the demolition work (site prep work) should be undertaken by the town in order to cut overall construction cost for the Peace Garden project. The site prep work includes:
* Remove existing basketball court and tennis surface
* Remove existing volleyball court
* Remove fencing at Basketball Court
* Remove individual tree and dispose of the stump
* Mr. Mahoney will present the proposal to the Board of Selectman on Monday, 05/07/2018 to get their support on the idea.
* The revised cost for the Peace Garden project is $98,370.
* A fund raising effort will be taken up once the design is finalized.
* Mr. D’ Innocenzo asked the extent of effort required to prep the site for the project. Mr. D’Amico said it should be complicated.
* **Review and affirm Revolving fund expenditures FOMA (Medway High School Boosters) and Parks Capital Equipmen**t
* Ms. McDonald attended the meeting to present this item. She submitted the cost estimates to the Committee.
* MHS anticipates a boost in the revenues with the purchase of the items in the document (distributed to the members at the meeting). They expect 25% to 35% increase in revenue based on estimated sales.
* MHS does not have statistics to discuss the profits at this time. Freezer is 17 years old and needs immediate replacement. Maximum profit is expected from the fryer.
* Item costs were also made available in the submitted document.
* Mr. Murphy asked about the safety aspect of the freezer. Ms. McDonald said kids under a certain age will not be allowed into the premises.
* ***A motion was made by Mr. Murphy to accept MHS Boosters proposal to purchase the concession stand equipment for $4732.50, seconded by Mr. Tudino. All were in favor.***
* Ms. McDonald reported that building inspection showed a hole in the ceiling. She requested that the issue should be looked at. Board of Health recommended that the issue be addressed to prevent debris from falling into the food.
* **Review And Affirm Job Description for Full Time Rec. Director-**
* Members reviewed the job description for the Rec. Director position that will be advertised shortly.
* There was discussion on having the Rec. Director helping Mr. Pearl with the Middle School Programs. Members will be bringing up the item at the BOS meeting on Monday.
* **Open Discussion**:
* Mr. Coakley brought up the parking issue at the baseball field today where cars are parked on both sides of the road.
* There was an irrigation question for the baseball fields.
* MYFS: Mr. Coakley said the current snack shack is not a good location and doesn’t have enough foot traffic. He requested having the snack shack on the other side of the field (outside the track) close to the parking lot. As mitigation, MYFS is willing to do some landscaping in the current snack shack area.
* Members said there might be push back on the proposal based on the fact that it will located close to the parking lot. Middle School will have to approve the proposal.
* Members suggested converting the current shack to a permanent one and make improvements.
* Mr. Coakley will send a sketch of the proposal including the mitigation measures to Mr. D’Amico. He will share it with the Middle School for their review and approval.
* There was discussion on whether permits are required for food trucks during tournaments. Mr. Mahoney will ask the BOS on the procedures to follow for seeking a permit to have a food truck.
* Mr. Murphy talked about illegal parking around the access road to the field. Ms. Bliss will send out a reminder to the groups about it.
* Mr. Tudino talked about buying dollies for the lacrosse team to move the nets.
* The upcoming Lacrosse League tournament will be charged at full rate.
* **Outstanding balances/invoices-**
* **Update of current season schedules (major additions/changes/etc.)**
* Mr. Tudino said on 5/16 and 5/23 NEFC will shift their rental time from 6-7:30pm to 8:00-9:30pm.

***A motion was made by Mr. Tudino to adjourn the meeting at 9:11 PM, seconded by Mr. Mahoney. All were in favor.***

Next meeting is on May 30, 2018 at 6:30 PM at Medway Town Hall (Sanford Hall).

Respectfully Submitted by,

Sreelatha Allam