



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

Ross Rackliff      Sean Murphy      Paul S. Mahoney

Meeting Minutes  
March 30, 2016  
Medway High School

**In attendance:**

Park Commissioners: Ross Rackliff, Sean Murphy, Paul Mahoney  
Other: Shirley Bliss,  
Youth Group Representatives: Cheryl Richardson, Lyle Core (Soccer)

The meeting was called to order at 6:35 pm.

**Approval of Meeting Minutes- 02/24/2016**

A motion was made by Mr. Rackliff to accept the meeting minutes from 02/24/2016, motion was seconded by Mr. Murphy. All were in favor.

- ✚ **Girl Scout Troop request to install mini-libraries at Choate Park, North, or Oakland Playground-** This item was tabled as there was no representation from the group to discuss and present.
- ✚ **Bench donation for the walking trail between Choate Park and High School-** Mr. Mr. D'Amico received an email regarding this matter. Members expressed their support to the idea. There was agreement to accept the donation of the bench subject to placement and location of the bench to be determined.
- ✚ **Approve Purchase of Mini-Tractor for Synthetic Fields-** Discussion was about the type of the tractor to be purchased. Mr. D'Amico agreed to check on few things related to power. The preliminary estimate is at \$34,539.06 and is the only model that weighs less than 2500lbs. Mr. Mahoney agreed to investigate other types of similar equipment available in the market. Discussion included hiring part-time staff to accomplish the snow cleaning task.
- ✚ **Little Fenway project-** This item was tabled as there was no representation from the group to discuss and present. Mr. D'Amico stated that work on this project had either commenced or would commence the next weekend. Members opposed the action and stated that the Little Baseball group must attend a future meeting and present the project before doing any work. Mr. D'Amico will inform the project team/members about the decision.
- ✚ **Discuss contract with Medway Youth Football to manage Coakley snack shack-** Cheryl Richardson stated that the draft contract is being reviewed by football board.



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They will meet next Monday (04/04) to discuss. Mr. Rackliff stated that if any changes are required, they should contact Town Counsel. Ms. Richardson expressed concern about the negative chatter about the football groups. Members expressed their support to snack shack. Any issue must be brought to the Commission's attention. Monthly reports will be emailed to the members.

**Open Discussion-**

- **Emergency Action Plan for outside fields-** Ms. Bliss stated that there is an emergency plan for inside the buildings but not for outside. Members stated that map with the location, access and egress points, emergency contact information, location of emergency equipment should be provided in the plan. Ms. Bliss agreed to prepare a draft plan with the above discussed information and present it to the Commissioners.
- In the interest of public safety, gates should be locked.
- **Park Revolving Fund-** The amounts presented in the financial report are as of 03/30/2016.

**A motion was made by Mr. Murphy to adjourn the meeting at 7:50 PM, motion was seconded by Mr. Rackliff. All were in favor**