Meeting Minutes

September 27, 2017

Medway High School (Guidance Area)

**In attendance:**

Park Commissioners: Paul Mahoney, Mike Tudino

Other: Glen Trindade, Shirley Bliss, Barry Smith, DPW Deputy Director, Lyle Core, FINCOM representative, Tom Emero (Baseball), Rich Coakley.

Meeting Minutes:

None

Discussion:

* **Fields Shut Down Procedures**-
* Mr. Mahoney asked Mr. Smith for any existing department field shut down procedure/guidelines. Member, Mr. Tudino said DPS should come up with standard shut down procedure. Chair, Mr. Mahoney said protocol be drafted that could be used and distributed to the groups.
* The time to make the decision to shut down due to weather related reasons should be part of the protocol. It was made an action item.
* Mr. Emero expressed that a field shut down procedure is not required for Baseball. Mr. Mahoney explained the reasons for having standard shut down procedures for all fields in town. Goal is to avoid conflicts and confusion when situation arises. It’s not meant to be punitive or accusatory towards any sports groups.
* Mr. Mahoney asked Mr. Emero about the cost analysis for Little Fenway project.
* **Snow Removal Policy for Outside Groups**-
* Mr. Mahoney said a meeting with town administrator is needed to discuss this item.
* Mr. Tudino said fields shouldn’t be rented during winter months if town doesn’t have proper snow removal policy.
* Full refund should be given to the group(s) whose event gets cancelled due to a storm event. This is valid if the storm event occurs within two weeks of reserving the field. Mr. Smith said the decision should be made by the BOS.
* **Enhanced Grass Maintenance Program**-
* Mr. Mahoney said this could be included as an item in the CIPC wish list.
* Mr. Smith said some improvements have been made at Middle School.
* **General Improvements to Idyllbrook**-
* Mr. Smith said 100K (approximately) will be required for general improvements of the field. Mr. Mahoney asked if there was a quote available.
* Improvements at Cassidy – require $3000 dollars for 4-5 applications.
* This item was tabled since more information is not available to make a decision.
* **Potential Parks Projects- Five Year Plan**-
* Mr. Mahoney started the discussion on this item. He said playground repairs came in as a request to be included in the five year plan
* Oakland Street Playground is not handicap accessible and will need some repairs.
* Mr. Trindade said CIPC generally programs projects that uses funds from General Fund and Free Cash.
* Mr. Mahoney asked Ms. Bliss to get quotes on lighting for each field
* Mr. Core asked for some storage in Oakland Park.
* Discussion ensued on preparing the list of projects for the FY2019 CIPC Master List.
* **Outstanding balances/invoices**-
* Commissioners went over the spreadsheet distributed by Ms. Bliss.
* She said all groups are up to date on payments for field’s usage.
* Mr. Tudino asked the payment status on NESC and GPS groups for November 2016 tournaments
* There was discussion if during an event booking preference should be given to the group(s) who rent the fields regularly. Response was no.
* Members talked about having a future discussion regarding giving some preference to groups who reserve/ rent the fields regularly.
* Mr. Tudino asked about the outstanding $85,000 in the spreadsheet provided.
* **Open Discussion**:
* Spring Field Schedule should be on the agenda for **November 2017** Parks Meeting.
* Snow Removal Policy for Outside Groups should be on the agenda for **October 2017** Parks Meeting.
* Mr. Mahoney talked about the Charter Committee. He opined that it should be a five member committee. He asked the Commissioners if the Charter Committee members should be elected or appointed by BOS. General discussion ensued on the topic.
* Mr. Tudino talked about overlap between various Boards and Committees in town. He said Charter Committee should be able to define the roles of different Committees. He is ok with the five member committee and said it should be elected positions since people will be more involved in the process.

***A motion was made by Mr. Tudino to adjourn the meeting at 8:40 PM, seconded by Mr. Mahoney. All were in favor.***

Next meeting is on October 24, 2017 at 6:30 PM at Medway High School

(Guidance Area).

Respectfully Submitted by,

Sreelatha Allam