

Melrose Park Commission Meeting

January 6, 2005

Present: Sue Cann, Bob Christiansen, Henry Hooton, John Mercer, Phil Friel, Tom Friel, Mike Farrell, Chuck Person and Joan Bell

I. Signing of the Warrants

II. Approval of the Minutes

Motion: Henry Hooton to approve the minutes of the Park Commission meeting held on December 9, 2004

Second: Bob Christiansen

Vote: Unanimous

Motion: Bob Christiansen to change the order of the agenda to Farm Direct Co-op.

Second: By John Mercer

Vote: Unanimous

III. Farm Co-op

Julie Brown, manager of Farm Direct Co-op presented her request to have a drop off station in Melrose for their members.

The Park Commission would like to look over the information given to them by Julie and to also have Joan research the farmers market that currently runs behind City Hall during the summer months.

IV. Mount Hood Report

A. Mount Hood

1. Report on membership list for 2004 and outstanding gift certificates of Mount Hood

No New memberships or outstanding gift certificates.

2. Monthly Financial Report on Golf Course Operation

Year to date revenue \$1,267,174.82

3. Marketing Plan Update

No changes. G.M.C. will have a 2005 marketing plan for the March meeting

4. Report on General Operation of Golf Course – GMC.

a. Report on Staffing Level.

There are presently six on staff.

b. Copy of Maintenance Log and Monthly Certification

A copy was submitted and is on file in the Park Office.

5. Report on requests for rental of club house, league play and golf tournaments

An updated list of dates was submitted.

- 6. Report on proposed improvements for 2004 golf season
G.M.C. updated their 2004 improvement list for the Commission.
- 7. Report on proposed improvements for 2005 golf season
G.M.C. handed out a proposed list of improvements that they would like to accomplish in the 2005 season. The Commission will review and will be prepared to discuss them at a future meeting.

G.M.C. requested the City to move the Mount Hood Golf Course sign that are in-between poles at Waverly & Upham St. and place it on east side (Saugus) of new pole at same intersection.

Motion: By Bob Christiansen to change the order of the agenda to discuss the 2005 Park Commission meeting schedule.
Second: Henry Hooton
Vote: Unanimous

8. Discussion on Park Commission meeting schedule 2005
Motion: By Henry Hooton to change meetings to the second Wednesday of the month pending Mike Interbartolo's availability.
Second: Bob Christiansen
Vote: Unanimous

9. Discussion on Golf Membership Packets for 2005
At the end of the discussion the rates for 2005 golf season were set as follows

Motion: John Mercer to accept the rates for daily greens fees as suggested by G.M.C.
Second: Bob Christiansen
Vote: 2 in favor, 1 opposed (Henry Hooton)

Daily Green Fees	Melrose Residents	Non- Residents
9 holes	\$20	\$22
18 holes	\$34	\$40
Senior and junior 9 holes	\$15	\$18
Senior and Junior 18 holes	\$25	\$30
Added 9 holes	\$14	\$18
Added senior 9 holes	\$10	\$12
	Weekend	
9 holes	\$ 24	\$26
18 holes	\$39	\$44
Added 9 holes	\$15	\$18
Twilight rate for unlimited holes	\$26	\$28
Cart Fees		
9 holes	\$16	
18 holes	\$30	

9 holes half	\$ 8
18 holes half	\$15

Motion: By John Mercer to have no increase to the non- residents rates for the 2005 golf season. *With the exception of the grandfather non- resident, who are currently paying a rate of \$1,500.00, which would increase to \$1,800.00 (2005) and then to \$2,200.00 in the following golf year (2006) as presented by Golf Management Company.
 Second: By Henry Hooton
 Vote: Unanimous

Motion: By Bob Christiansen to set the resident memberships with a 30% discount off of the non- resident membership fees. As presented by Golf Management Company.
 Second: John Mercer
 Vote: Unanimous

Motion: By Henry Hooton to accept the 2005 golf packet as amended.
 Second: Bob Christiansen
 Vote: Unanimous

<i>Classification</i>	<i>Age Group</i>	<i>2005 Membership Fees</i>	
		<i>Melrose Resident</i>	<i>Non-Resident</i>
Individual weekday only	19 to 59	\$ 885.	\$1,260.
Individual all week	19 and older	\$1,320	\$2,200*
Family weekday only	19 to 59	\$1,470	\$2,100
Family all week	19 and older	\$2,075	\$3,300
Senior individual weekday only	60 and older	\$ 735	\$1,050
Senior family weekday only	60 and older	\$1,050	\$1,470
Junior individual weekday only	18 and under	\$ 350	\$ 500

B. 2005 Evaluation of GMC's performance at Mount Hood
 No Report.

C. Progress report for new maintenance building
 Henry Hooton and Bob Christiansen have met with DiLullo Associates

The base bid will consist of a 50 x 100 ft. steel building with slab foundation, 3 overhead, insulated doors, insulation through out building, 400 amp electrical service with basic power for lighting, and rough plumbing for future connection to City sewer.

Alt. bid 1 – 70 x 10 ft storage loft and stairways

Alt. bid 2 – Wall built to the ceiling and lift

Alt. bid 3 – Finish work

D. Status report on Capital Improvements

The Friels presented a copy of all improvements they where done in 2003 & 2004, totaling \$177,039.00.

E. Financial Report Mount Hood Budget for FY 2005

Was handed out and reviewed by the Commission.

- F. Status of FY 2005 Supplemental Budget and the position of Superintendent of Mount Hood Golf Course and Melrose Parks and Open Spaces
 - G. Mount Hood supplemental budget is going before the Board of Alderman for approval Monday night. The Park Superintendents position is included in this budget.
- II. PARK DEPARTMENT REPORT
- A. Status report on the Fields Subcommittee
The Fields Sub-committee is meeting next Tuesday night (1-11-05) Sue believes they are making great progress. They should have a draft report for the Commission by the end of February. .
 - B. Financial Report Park Department Budget FY 2005
A copy was handed out and reviewed by the commission.
 - C. Well Pump @ 15 West Emerson St.
Still waiting to get dollar figures from Mass. Electric, Joan will follow up.
 - D. Update from Morelli Field Sub-Committee
No report
- III. Recreation Report
- A. Financial Report Recreation Dept. Budget for FY 2005
Reports handed out and reviewed by Commission
 - B. Status report on programs for winter, income & expenses, etc.
Youth & Men's basketball is in full swing. Ski Patrol was cancelled due to lack of participants.
- IV. NEW BUSINESS:
- A. High School field responsibilities during and after the new Middle School Construction.
John Mercer is going to speak to John McLaughlin who is involved in the Middle School Project and then report back to Sue to see if she needs to set up a meeting with the Mayor, the Park Commission and school representatives.
 - B. Membership Refund
Russell Priestley membership refund request was put on hold and never addressed. He fell in the category of, he never golfed and had a doctor's note stating he would not be golfing due to knee replacement surgery and he made his request before the start of the golf season, 5/10/04. He also stated he was a hardship case due to his basement flooding and damaging his heating system.

Motion: By Henry Hooton to refund Mr. Priestley his \$630.00 membership fee.
Second: Bob Christiansen
Vote: Unanimous
Motion: By Henry Hooton to adjourn

Second: Bob Christiansen
Vote: Unanimous