

**PARK COMMISSION MEETING  
AUGUST 9, 2006 (amended)**

Present: Sue Cann, John Mercer, Mike Interbartolo, Bob Christiansen, Tom Friel, Phil Friel, Mike Farrell, Chuck Person, Nick Gove and Joan Bell

- I. Signing of the Warrants  
Warrants were reviewed and signed
  
- II. Approval of the Minutes  
**Motion:** By John Mercer to approve the minutes of the meeting of June 14, 2006 as amended.  
**Second:** Bob Christiansen  
**Vote:** Unanimous
  
- III. Mount Hood Report
  1. Vote on the Energy Commission's Mt. Hood Wind Turbine Proposal

A representative from the Mayor's Energy Commission, David Shakespeare, made a presentation to the Commission at the July meeting. David explained the objective of the proposal is to supply Mt. Hood with non fossil fuel energy by constructing a wind turbine. David explained the financial benefits to the City including the sale of surplus energy back into the grid and the sale of renewable energy certificates. David also described other benefits of such a turbine including use as an educational tool and a potential visitor attraction. Brad Michaels and Jose Rotger from the Mayor's Energy Commission were present to continue the discussion this month. They provided the following timeline for the project:

- Hire a consultant to write the feasibility grant application. They estimate this service will cost approximately \$4K. The Clean Energy Source grant is a potential funding source for this service.
- Installation of a meteorological tower for data collection and analysis. They estimate the cost of this project to range from \$35K - \$40K. The Massachusetts Technology Collaborative is a potential funding source for this project funding up to roughly 90% of the total cost. The remainder of the cost would have to be funded by the Mt. Hood Enterprise Fund.
- Hire a consultant to write the design and construction grant application. They estimate this service will cost approximately \$4K. The Clean Energy Source grant is a potential funding source for this service.
- Design and construct a wind turbine. They estimate the cost to range from \$380K - \$500K. The Massachusetts Technology Collaborative is a potential funding source for this project funding up to 75% of the total cost. Seventy five percent to be funded by Massachusetts Technology Collaborative. The remainder of the cost would have to be funded by the Mt. Hood Enterprise Fund.

The Park Commission would have to make a financial commitment on the first two stages in order to determine whether a turbine at Mt. Hood is in the City's best interest.

**Motion:** By John Mercer to authorize the expenditure of \$800.00 for the preparation of a grant application for a study to determine feasibility of the placement of a wind turbine at Mt. Hood. If the grant is approved, the Commission authorizes the expenditure of \$5K for the installation of a meteorological tower for data collection and analysis.

**Second:** Mike Interbartolo

**Vote:** Unanimous

**Motion:** By Mike Interbartolo, for the chairman of the Park Commission to appoint a sub-committee to work with the Mayor's Energy Commission as a joint venture.

**Second:** Bob Christiansen

**Vote:** Unanimous

## 2. Vote on the "2<sup>nd</sup> Annual Assault on Mt Hood Cross Country Road Race

Brian Slater requested permission to run the Melrose Running Club sponsored road race at Mt. Hood on December 10, 2006. Brian believes the Melrose Running club ran a successful race last year.

**Motion:** By Mike Interbartolo to approve the Assault on Mt. Hood Road Race pending:

- Approval of the course layout by Nick and Mass. Golf Management
- Assurance that snowmobiles will not be permitted on the golf course
- Send the Melrose Running Club a letter (Nick) outlining the rules and guidelines governing the race. Violation or disregard for any of the rules may jeopardize the Melrose Running Club from obtaining permits in the future.

**Second:** Bob Christiansen

**Vote:** Unanimous

## 3. Vote on O'Leary Membership

In June of 2006 Mr. O'Leary requested to obtain a membership after the April 15<sup>th</sup> deadline. Mr. O'Leary had just moved back to Melrose after serving in the United States Coast Guard. There was some discussion as to whether Mr. O'Leary should be allowed to purchase a membership. Mike I. believes the Commission should not make an exception to the established policy. Mike I. also stated the Commission should formally vote on all such requests before an exception is made. Nick stated in the future he would follow this procedure.

**Motion:** By John Mercer to approve the membership

**Second:** Bob Christiansen

**Vote:** 2 in favor 1 opposed 1 abstain from voting, due to a personal conflict.

4. Vote on Norris Electric proposal

Nick obtained a lighting proposal from Norris Electric (\$2,417.98) to replace and upgrade exterior lighting around the clubhouse. The Commission would like Nick to notify the neighbors about the installation of new fixtures on the front roof of the clubhouse. The neighbors will be invited to the next Park Commission meeting on September 13, 2006. i

5. Membership list for 2006 and outstanding gift certificates of Mt. Hood.

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

6. Monthly financial report on the golf course operation  
M.T.D \$197,465.74, Y.T.D. \$831,339.28

7. Marketing plan update

Mass. Golf Management, LLC would like to run the following discounts again:

- Monday – Thursday, 11:00 AM – 2:00 PM, nine holes with a cart \$26.00

**Motion:** By Bob Christiansen to allow Mass. Golf Management, LLC. to run the discount Labor Day through October 31, 2006.

**Second:** By John Mercer

**Vote** Unanimous

8. Report on general operation of golf course

A. Report on staffing

The are currently 14 on staff

B. Copy of maintenance log and monthly certification

A copy was submitted and is on file in the Parks office.

C. Report on request for rentals of the clubhouse, league play and golf tournaments

An updated copy of clubhouse rentals and tournaments was submitted and is on file in the Parks office.

9. Report on proposed improvements for the 2006 golf season

A. Update on kitchen design

No information to report

B. Drainage improvements

Nick is working with the Conservation Commission. He will keep the Commission updated as the project moves forward.

Mass. Golf Management has concerns regarding the irrigation system as a whole. They have spent approximately \$15K on irrigation repairs this year due to recent damage from lightning. They believe a majority of this damage is attributed to the poor installation of the irrigation system. Mass. Golf Management would also like to see the front patio repaired and reiterated their concerns over the heating system.

The Commission instructed Nick to send R.W. Sullivan (the engineering firm that designed the system) a certified letter expressing the City's concerns. The Park Commission agrees the issue needs to be addressed before the fall.

**Motion:** By Mike Interbartolo to reevaluate and prioritize the existing list of proposed capital improvements for FY 07 at the next Park Commission meeting (Nick will meet with Mass. Golf Management prior to this meeting to discuss priorities)

**Second:** Bob Christiansen

**Vote:** Unanimous

10. Maintenance building

A. Fire suppression system memo

As instructed by the Park Commission, Nick responded to the letters sent by the Fire Chief and Building Inspector regarding their recommendation of a fire suppression system in the maintenance storage building.

B. DiLullo Associates field report

DiLullo Associates reported several problems with construction of the building in their recent field report. Nick is meeting with the Eagle Point, Dan DiLullo and John Luther on Friday to resolve these issues. Mike I. and Bob C. will also attend this meeting on Friday.

11. First Pond dredging

The Conservation Commission has already approved this work. The Order of Conditions states the dredging must be limited to 100 cubic yards and the proper wetlands protection must be in place. Nick will coordinate this work for sometime in late September.

12. Mt. Hood Enterprise Fund Indirect Costs

The Commission decided to table this discussion until the September meeting after they have revised the list of capital improvements for FY 07.

13. Slayton Garage

DiLullo has not completed the contract documents for this project. They will be prepared for the September meeting.

14. Financial Report: Mt. Hood budget FY 2006

The Park Commission would like to see 50% of Nick's salary listed on the Parks Department budget under the salary line item.

15. FY 2007 Mt. Hood Budget

A updated copy was submitted and reviewed by the Commission

IV. PARK DEPARTMENT REPORT

1. General Park Dept. report

1. Common drainage project

Nick stated there are two catch basins within the old tennis courts at the Common that are blocked. It is unknown at this time if these basins connect to the City's drainage system. Recently, another catch basin was located within the tot lot. This basin does tie into the City's drainage system. Public Works plans to clear the two blocked basins and possibly connect them into the City's drainage system. A drainage pipe will also be installed at the perimeter of the softball field to limit the amount of debris (mostly infield mix) that runs off into the old tennis courts.

2. Park Capital Improvement Bond  
A. Hesseltine Field Renovation

The City is investigating drainage work in the area around the Horace Mann School. A large section of the drainage pipe for this area runs through the Hesseltine Field. The project has been put on hold until the City can figure out the best way to resolve the drainage issues in that area.

B. Athletic Court Resurfacing Contract

Nick has completed contract documents for the athletic court resurfacing at the following locations:

- Tremont Street Tennis Courts
- Gooch Basketball Court
- Hesseltine Basketball Court

C. Financial report: Park Budget

An updated copy was submitted and reviewed by the Commission

D. M&M Contract Memo

Nick would like to revise the implementation and management of the next mowing and maintenance contract. He would like to see some of the school sites included in the next contract. The Commission would like to meet with the Mayor, Superintendent of Schools, School Committee Member, Bob Beshara and John Scenna to discuss these changes.

## V. RECREATION DEPARTMENT REPORT

A. Status of the recreation revolving fund

The revolving fund should not be in a deficit at the end of the summer if Chuck's programs stay under budget. Nick is going to try and negotiate gym times and fees for the Recreation Department.

## VI. OLD BUSINESS

A. Cingular Wireless Mobile Communication Lease.

Nick will keep the Park Commission updated with the status of this Lease.

**Motion:** By Mike Interbartolo to Adjourn

**Second:** Bob Christiansen

**Vote:** Unanimous