

PARK COMMISSION MEETING
April 4, 2007

Present: Sue Cann, Bill Gardiner, Mike Interbartolo, John Mercer, Nick Gove, Tom Friel, Phil Friel, Mike Farrell and Joan Bell

I. Signing of Warrants
Warrants were reviews and signed

Motion: By Mike Interbartolo to change the order of the agenda to hear public comment regarding the Farm Cooperative Bowden Park permit request.

Second: By Bill Gardiner

Vote: Unanimous

A. Farm Co-operative Permit for Bowden Park
Nick summarized the Farm Cooperative's permit request and history with the City. Nick explained the Farm Cooperative's wish to place a temporary storage shed at Bowden Park.

Ward 3 Alderman Frank Wright: Alderman Wright, on behalf of Ward 3, expressed his opposition to this permit request. Frank stated Bowden Park is a small, passive recreational space located in a densely populated area. Frank also stated parking is limited and already poses a challenge to the businesses located in the area.

Wendy Goulini: Ms. Goulini stated she is a Vinton Street resident, neighborhood business owner and Melrose School Committee member. Wendy opposes the Farm Cooperative's permit request for several reasons including over urbanization of the neighborhood; potential damage to memorials in the Park; aesthetics; permit only serves 120 families throughout the City. Wendy believes the Park Commission does not have the authority to grant this permit request based on how the land was deeded to the City. Lastly, Ms. Goulini stated she was disappointed that the Park Commission had not notified abutters about this request.

Nick reminded Ms. Goulini that this meeting is open to the public and this was the first time the Commission had reviewed the request.

Janet Sutherland: Ms. Sutherland, owner of Sit and Knit at 67 West Emerson St., is opposed to the group using Bowden Park. Janet's business overlooks the park. Janet believes the park should be reserved for passive recreation.

Julie Pottier-Brown: Ms. Pottier-Brown, Melrose resident and Farm Cooperative member stated the Farm Cooperative serves approximately 110 Melrose resident. Many members have small children therefore making the park an ideal location for the weekly distribution.

Martha Grover: Ms. Grover, Melrose resident and Farm Cooperative member, explained the Farm Cooperative is looking for a location after being moved from two other locations in the City. Ms. Grover stated she is open to suggestions.

Jim Stringer: Mr. Stringer, Melrose resident and Farm Cooperative member, understands the neighborhood's opinions and stated the location was proposed to the Cooperative by Mike Hughes and that they are willing to look anywhere else.

Sue Cann explained the Cooperative has been before the Park Commission several times looking for a permit yet they are unwilling to compromise on having a permanent structure. Sue stated the Cooperative should reconsider this needs regarding a permanent structure.

Motion: by Mike Interbartolo to table the discussion until the Commission can determine if any other locations are available.

Second: Bill Gardiner

Vote: Unanimous

II. Mount Hood Report

A. Membership list for the 2007/outstanding gift certificates for Mt. Hood
As of today there are 213 members. Fifty are new; fifty-seven are Junior Members.

B. Monthly financial reports on golf course operations
Mass. Golf Management, LLC. will redistribute copies of the monthly financial report to typographical errors on the report submitted.

C. Marketing
Mass. Golf Mgmt., LLC presented their last-minute-e-mail-promotion they discussed at the previous meeting.

Motion: Bill Gardiner to approve the e-mail marketing plan presented by Mass. Golf Mgmt.

Second: John Mercer

Vote: Unanimous

D. General Operations of the golf course
1. Report on Staffing level
There are currently 7 on staff.

2. Copy of maintenance log and monthly certification
A copy was submitted and is on file in the park office.

3. Clubhouse rental report, league play and golf tournaments
A calendar of functions was reviewed. Bookings are up from last year.
The Commission would like a calendar identifying league play.

E. 2007 Capital Improvements

1. Fencing/security

Nick stated the wooden fence located adjacent the 13th tee box, separating Mt. Hood from the City's compost site is in disrepair and should be replaced. Nick recommends the 120 foot section of fence should be replaced with chain link.

The golf cart storage area has been broken into several times over the last year. Nick stated the area needs to be secured and one option could be the installation of two security gates.

Nick stated the back of the 18th tee should be fenced to screen the new storage building from the tee box.

The Commission would like Nick to investigate these needs further and solicit proposals for the next meeting.

2. First Pond

Nick would like to put an aerator in First Pond to mitigate the algae and overgrowth near the pump house intake line.

F. 2007 Memberships

Jr. Memberships are down dramatically from last year.

G. FY 07 Budget

Budget was reviewed

H. FY08 Budget

The Mt. Hood Enterprise Fund budget will go before the Board of Alderman on April 28.

I. Mt. Hood Management Agreement Requests For Proposals

Mike handed out a preliminary schedule for the RFP that Bill and Mike put together:

Date	Task
4/18	Solicit letters of interest from attorneys
4/30	Deadline for submitting LOI from attorneys
5/2	Begin review & interview attorneys
5/9	Select attorney
5/16	Begin to write RFP
8/15	Finalize RFP
8/16	Advertise RFP
8/29	Hold bidder's conference
9/27	Deadline for submitting proposals
10/4	Begin review & interview applicants
11/15	Final selection

Motion: By Bill Gardiner to authorize the sub committee to submit letters of interest to attorneys.

Second: John Mercer

Vote: Unanimous

John Sullivan, reporter for the Melrose Mirror, is writing an article about the 2007 Mt. Hood Management Agreement R.F.P. process. Mr. Sullivan asked the Commission several questions regarding the status of the R.F.P. process. Mr. Sullivan also inquired about litigation that resulted from the last R.F.P. The Commission advised Mr. Sullivan to review public records regarding this matter.

III. PARK DEPARTMENT REPORT

A. General Park Report

Work under the 2007 Mowing and Maintenance Contract has commenced. Spring clean-up is work in progress.

The new synthetic turf baseball/multi-purpose field at Pine Banks is near completion. The field is scheduled to open May 7, 2007

At the Mayor's request, Nick is presenting a bench and barrel replacement program to the Board of Alderman. The program would be funded from the City's 2007 Supplemental Budget (Free Cash Appropriation).

The basketball court at Gooch Park will be resurfaced as part of the Park CIP program. The Mayor has requested an additional \$20K appropriation for improvements to this park including fence and equipment repairs, sod and trees. The program would be funded from the City's 2007 Supplemental Budget (Free Cash Appropriation).

A consultant working for the City's Engineering Office will be presenting the Ell Pond Culvert Project to the Commission on May 9, 2007. The project will impact both Ell Pond Park (Gazebo) and Mary Foley Park.

Motion: By Mike Interbartolo to adjourn

Second: Bill Gardiner

Vote: Unanimous