

**Park Commission Meeting
April 9, 2008**

Present: Bill Gardiner, Mike Interbartolo, John McLaughlin, Chuck Person and Joan Bell

Motion: By John McLaughlin to go to public participation

Second: Bill Gardiner

Vote: Unanimous

Brian Slater, 195 Beech Ave, Representing the Melrose Running Club
Brian is requesting to run the 4th. Annual Assault on Mt. Hood Cross Country Race on December 13, 2008

Motion: John McLaughlin to approve the request of the Melrose running Club to run the 4th Annual Assault on Mt. Hood

Second: John Mercer

Vote: Unanimous

As part of GMC contract they are responsible to provide passive recreational opportunities at Mt. Hood in conjunction with golf. One of their ideas is maintaining and managing multi use trails that already exist around the property for walking and biking. Phil Friel has been in touch with an organization called Greater Boston Chapter of New England Mountain Bike Association who with a volunteer work force will design a program of what they would need to make this happen.

Tim Post, President of the Greater Boston Chapter of New England Mountain Bike Association. (GBNEMBA) 55 Shore Dr. Somerville 02145

Bob Crepinsek 43 Warwick Rd. Melrose also from NEMBA explained what their organization has done in Massachusetts and surrounding communities.

Tim Post Bob Crepinsek and Phil Friel walked the property and estimated they could put a 3-4 mile stacked loop trail system in with a possibility of an additional 2-3 miles of more convoluted trails. If the open space north of the golf course is available, it is possible to put another couple of mile in there for a total potential of 11 miles of woodland multiuse trails.

The Commission would like NEMBA to develop a schedule which pinpoints what process it would take to formalize the existing trail system. They also need to speak with the Conservation to make sure this in no way interferes with their guidelines.

Motion: By John McLaughlin to close public participation.

Second: By John Mercer

Vote: Unanimous

I. Signing of Warrants

Motion: By John McLaughlin to approve the minutes of the meeting of March 12, 2008 as amended

Second: Bill Gardiner

Vote: Unanimous

Motion: By Bill Gardiner to approve the minutes of the meeting of April 1, 2008 as amended

Second: John McLaughlin

Vote: Unanimous

II. Mt. Hood Report

A. Mount Hood

1. Report on membership

164 members to date

2. John Lafauci

Mr. Lafauci requested a refund based on a medical condition he brought me in a letter and I explained he needed a doctor's note as well. A few days later Mike Farrell received a phone call from someone stating they were from a law firm and Mr. Lafauci was entitled to a full refund based on Mass. Law. Joan spoke to City Solicitor Robert Van Campen, who stated he would take all the information under advisement and report back to the Commission.

Motion: By John McLaughlin to table the discussion until advised from the City's legal council.

Second: Bill Gardiner

Vote: Unanimous

3. Family Membership Request

Member Robert Porcaro would like the Commission to revisit the definition of a family membership. Right now it only covers two members and he would like to see discounted rates for additional members. The Commission stated the rates are already in place for this year but would encourage Mr. Porcaro to attend the Park Commission meeting next December when the discussion of rates will be discussed.

Motion: By Bill Gardiner for the Commission to set a to Mr. Porcaro stating the rates are set for this year but the Commission invites him to attend the December meeting when the discussion of setting the rates for the 2009 season takes place.

Second: John McLaughlin

Vote: Unanimous

4. Outstanding gift certificates

Commission asked GMC to add last year's figures for comparison.

5. Monthly Financial Report on the Golf Course

MTD

\$70,940.62

YTD

\$294,115.62

6. Marketing Plan Update

Radio ads still running

7. Report on General Operation of Golf Course

a. Report on general staffing

There are currently 5 on staff

b. Copy of maintenance log

A copy was submitted and is on file.

8. Report on request for rental of clubhouse league play and golf tournaments.

An updated list was submitted and is on file

9. Irrigation repairs update

GMC submitted a materials only document for a new irrigation system that would connect the back nine to the front using the same manufacturer. The discussion was to have the labor and materials bid out separately. Mike Ford is going to go to Rainbird get the specs and scope of work need to write the bid.

10. Update on Steps and Patio

Four change orders have been submitted

- Install new granite steps- Newport Construction stated the time and manpower it would take to clean and prepare the old granite slabs that it would be cheaper to install new slabs at no additional charge.

Motion: By John McLaughlin to approve the change order to install new granite slabs at no addition charge to the contract.

Second: By Bill Gardiner

Vote: Unanimous

- 2nd. & 3rd. are related, the plans don't call for any underground drainage to take the water away from the steps, There was concern whether the water would wash out the existing materials. At the weekly construction meeting Mike Ford thought it would be beneficial to install perforated pipe to bring the water from the down spouts underground out past the paved area approximately 70 ft. The 3rd. is to bring the rain leader that brings the rain water to the walkway by the inner club entrance. Mike Ford thought it would also be beneficial to bring that underground under rather than over the walkway.

Motion: By John McLaughlin to approve change order #2 for \$26, 00.00 and change order #3 for \$200.00

Second: Bill Gardiner

Vote: Unanimous

Change order # 4 concerns the steps coming down from the front of the clubhouse. In the original specs it called for them to start at the patios edge. After the grading was completed it was obvious this couldn't be done. The idea is to move the stairs forward and crate a walkway going out to the stairs. We are really just flipping the plans which called for this to be done on the bottom of the stairs rather than the top. There would be no additional charge involved.

Motion: By John McLaughlin to approve change order #4 at no additional charge.

Second: Bill Gardiner

Vote: Unanimous

B. Financial Report on Mt. Hood FY 08 & FY 09
Submitted

Motion: By John McLaughlin to change the order of the agenda to Recreation so Bill DeSimone could speak on his request to run a Summer Soccer Clinic.

Second: Bill Gardiner

Vote: Unanimous

Bill DeSimone, 121 Whitman Ave.

Bill explained how he ran this last year and it was a bit overwhelming for him to do on his own. He likes the idea of the Recreation department handling the administration end of the program and the 40/40/20 split is fair to everyone. He took the Commission through the "who, what, when where and how" of the program.

Motion: By John McLaughlin to approve Bill DeSimone's soccer clinic and that he presents the Commission with a financial report and how he felt it ran.

Second: By Bill Gardiner

Vote: Unanimous

III. Park Department Report

A. General Park Department Report

1. Red Cross Lease

The City Solicitor outlined the steps the Park Commission needs to follow in order to move forward. The Commission would also like to know what the new owners plan to use it for. The Commission would Joan to ask the City Solicitor for more information

2. Porta a Potty request

National Little League and Churchill American requesting to put port a potty's back in their respective parks for their spring seasons. No change in locations.

Motion: By Bill Gardiner to approve NLL and CALL request to allow porta potty's in the parks for the spring season pending Joan receives verification that the companies have obtained a permit through the Health Department.

Second: John McLaughlin

Vote: Unanimous

Motion: By John McLaughlin to approve Bert Fredrick's consulting contract with the City within the Park Department budget only.

Second: Bill Gardiner

Vote: Unanimous

Motion: By John McLaughlin to request someone from Powers & Sullivan to attend the next Park Commission and give a detailed explanation of what Mt. Hood is being charged by the City of Melrose and all of Mt. Hood's expenses.

Second: Bill Gardiner

Vote: Unanimous

IV. Recreation Department Report

A. Recreation Revolving Fund

Was submitted and reviewed.

Chuck spoke to the Commission about his concerns about stepping away from Memorial Hall and devoting 100% of his time to recreation with Memorial Hall still be open for another two months.

The Commission would like to set up a meeting with the Mayor for his impute.

B. Report on projected programs for summer, income & expenses

Chuck took the Commission through his summer calendar of programs the commission asked for some changes.

Motion: By John McLaughlin approve the summer programming with the two corrections (1) Remove the American Girl Doll Tour to New York City (2) Add one lead Park instructor.

Second: Bill Gardiner

Vote: Unanimous

Motion: By John McLaughlin to approve the Authorization of the Revolving A pending the adjustment by the City Auditor on what the approval figure was for 2007.

Second: Bill Gardiner

Vote: Unanimous

Motion: By Bill Gardiner to adjourn

Second: John McLaughlin

Vote: Unanimous

