

**Park Commission Meeting
August 13, 2008(amended)**

Present: Bill Gardiner, John Mercer, Mike Interbartolo, John McLaughlin, Joan Bell, Frank Olivieri, Mike Farrell, Tom Friel and Phil Friel

I. SIGNING OF WARRANTS

Warrants were reviewed and signed.

II. APPROVAL OF THE MINUTES

Motion: By Bill Gardiner to approve the minutes of the meeting of 5/29/08.

Second: John Mercer

Vote: Unanimous

Motion: By John Mercer to approve the minutes of the meeting of 6/11/08.

Second: Bill Gardiner

Vote: Unanimous

Motion: By Bill Gardiner to approve the minutes of the meeting of 7/9/08.

Second: John McLaughlin

Vote: Unanimous

Motion: By Bill Gardiner to approve the minutes of the meeting of 7/14/08 as amended.

Second: John Mercer

Vote: Unanimous

III. MOUNT HOOD REPORT

A. MOUNT HOOD

1. Report on Membership

No changes 227

2. Outstanding Gift Certificates

No questions, a little higher than last month

3. Monthly Financial Report

Up approx \$55,000 YTD. Up approx 600 in greens fees rounds for year. Down approx \$14,000 in membership dollars, however, more daily fee rounds, more weekend fee rounds and outing rounds, have increased revenue YTD.

Food/Beverage and Pro Shop are about even YTD except for outings. Food/Beverage down approx \$2000 for July. Total Food/Beverage are down approx \$35,000 YTD. Food was down a lot in June. Function Food is main reason down though.

Note- Limit on outings is 10 per month. 144 is max number of rounds per outing. This means 1440 is max number of outing rounds that course could have per month.

4. Update on Jr. Membership booking tee times

All juniors were emailed that they can make tee times during the hours 10-3 for July and August. Mike Farrell reported that very few have used tee times other than 9-10am. Mike Interbartolo requested a report in September on how many juniors used tee times from 10-3pm.

MTD \$214,015.54

YTD \$934,280.89

5. Marketing Plan Update

No change. Mike Interbartolo brought up that a plan had been talked about to work on advertising as tee times will be opening up now.

6. Report on General Operations of Golf Course

a. Report on Staffing Level

Currently 15 on staff

b. Copy of Maintenance Log and Current Certification

A copy was submitted and is on file.

c. Update on 2nd Fairway

Mike Farrell described incident that occurred at Mr. Ralph Sarni's residence. A guest was hit in head as they attended a function at Mr. Sarni's. Mr. Sarni requests that Mt. Hood put in a second sand trap near his house.

Motion: By John Mercer to suspend the agenda and open meeting for public participation

Second: Bill Gardiner

Vote: Unanimous

Mr. Sarni had a letter written by his son to distribute. Mr. Sarni did not want to sign son's document as he would like to work with GMC for a resolution. He has spoken with Mike Farrell and Joan Bell about putting in a sand trap near his property. He would be agreeable to allowing the use of some of his property. Mike Interbartolo suggests taking time to review the several options in Mr. Sarni's letter.

Motion: By Bill Gardiner to ask GMC to monitor the 2nd hole activities as they did the 14th hole at busy times. They will review the issues and bring forward a recommendation in September.

Second: John Mercer

Vote: Unanimous

Mr. Sarni asked about what it would take to get First Pond in shape for fishing again. Mike Interbartolo responded that it would need to at least be dredged. They could have the city look into it. Mr. Sarni feels money could be saved if the pond was used/well installed, etc. Mr. Interbartolo said the commission could get info from public works on cleaning it up and keeping it clean.

The well on 4th Fairway was discussed.

7. Report on requests for rental of clubhouse, league play & tournaments
There is a tournament this coming Friday.

8. Update on Irrigation System Replacement

Two bids were taken out for the materials. Only one was returned. Need signatures and the award letter will be sent out. Start date will be as soon as possible.

B. Update on Fire Alarm change order

Mike Interbartolo did not have a chance to go over draft of letter to Fire Chief. He will do so and respond to Joan Bell.

C. Update on 14th Fairway

GMC ordered 3 willow trees at \$400 each. They are back ordered. GMC has to wait until the dirt dries out before they can take a truck in and eliminate the trap.

D. Update on Steps and Patio

1. Low Voltage Lighting

First proposal was cannon lights to show off building not for safety as wanted. Joan Bell put together a 20 light package. First vendor came back with a price. Joan is awaiting prices on installation. Project is on hold.

E. Update on Feasibility Study

Mike Interbartolo has not had chance to meet with John McLaughlin. They will get together before September meeting.

F. Financial Report Mount Hood Budget for FY08

No questions

G. FY09 Budget

As requested in previous month Joan Bell provided a list of what has been encumbered for capital improvement plans and what the plans are? Mike Interbartolo questioned about \$20,000 sewer and bathroom and \$40,000 for roof on Slayton Garage. Requested that Joan Bell research these purchase orders.

IV. RECREATION DEPARTMENT REPORT

A. Status Report on Revolving Fund Account FY08

Frank supplied a projected and actual report to all. Programs that exceeded estimates were skateboarding, tennis, golf, and sport clinics.

B. Report on Summer Programming

1. End of summer celebration: tomorrow 10-2pm Boston Sports Theme, cost: 400-500\$, bike recycling through police may happen

2. Scholarships: Can this be done for people that can not pay? This is especially meant for Recreation Basketball Program. Discussion followed on how to do? If parents sign that they were on school free/reduced lunch program and authorized school to give out their information then the park commission would give them a scholarship. Mike Interbartolo suggests that the city solicitor draw up a form to fill out if a scholarship is requested.

3. Skateboard Park: Grand Opening September 13, 2008. No time yet. May close down Tremont Street and bring in some professionals to demonstrate. Mayor is setting this up.

4. Community Night Out: Tomorrow night 6-8pm, Recreation is supplying park instructors

5. Class of 2021: August 21st, all kindergarten classes are invited to Common to meet other classmates. Captains from high school sport teams will be asked to come to play with kids.

6. Fall Programming: Frank Olivieri gave a general idea of what he is planning. He is targeting mostly elementary to middle school ages. John McLaughlin suggested that Roosevelt school was offline last winter, so this may be good venue. Other places to use may be Memorial Hall, Carr Room, Aldermanic Chambers, Milano Center.

C. Update Travel Basketball

Press release went out, accepting coaching applications up to Sept. 5th. Open interview process will be done. Board to pick coaches will consist of Frank Olivieri, Boys and girls varsity coaches, boy's and girl's directors. CORI check will be done on all.

D. Reports on Recreation Dept. Budget for FY09

Salary line item consists of Frank Olivieri and Park Instructors.

E. Peak Software (peakinfo.com)

Allows people to enroll in programs online, the cost is approx \$5000 startup, \$750 maintenance fee every year. Company will install and come out and train recreation director. Beverly, Danvers, Burlington are some towns that use this. Mike Interbartolo asked where the money can come from. Mayor should get involved since he wants Recreation Dept. to become self sufficient.

Motion: By John McLaughlin that Mike Interbartolo will send a correspondence to the Mayor emphasizing the importance of purchasing this software.

Second: Bill Gardiner

Vote: Unanimous

V. PARK DEPARTMENT REPORT

A General Park Dept. report

1. Morelli Field Lights: on agenda for Monday night, August 18th at alderman's meeting

2. Update on Open Field Night: poor turnout, disappointing. Bill Gardiner suggested maybe switch night. Runs through August. Weather not helping.
3. Boats on Ell Pond: Had phone call asking what the code is for using boats on Ell pond. Joan Bell looked up code. Permit is required by park commission. Superintendent of Parks is to give permit only if person is capable. Joan Bell is not comfortable with making that decision. Has been reported that there is a paddle boat that has been seen out on pond, what to do? A form/permit needs to be made up. Joan will do this.
4. Mosaic Tiles Ell Pond: Would like to do mosaic tiles under several Ell Pond benches. No long term upkeep plans as of yet. Needs to still go through conservation commission, Joan Bell will get in writing from conservation commission that it is ok

Motion: By John Mercer that Joan Bell will get in writing that the conservation commission approves of the project and that the park commission is not responsible for replacing and/or repairing damaged/stolen tiles.

Second: Bill Gardiner

Vote: Unanimous

B. Projects

1. Common basketball court: Joan Bell reported that it is done. Resurfaced already and painting will happen soon.
2. Lebanon Street Park: Will begin to work on this week. Two youth softball users are coming in to go over the plans.

C. Financial Report Park Dept. Budget FY08

No questions

D. FY09 Budget

No questions

Motion: By Bill Gardiner to adjourn

Second: John McLaughlin

Vote: Unanimous