

**Park Commission Meeting  
January 12, 2009**

**Present:** Bob Christiansen, Bill Gardiner, Mike Interbartolo, John McLaughlin, John Mercer, Joan Bell, Frank Olivieri, Cindy Brickley, Mike Farrell, Phil Friel and Tom Friel

**I SIGNING OF WARRANTS**

Warrants were reviewed and signed.

**Motion:** By John McLaughlin to change the order of the day to address Travel Basketball.

**Second:** Bob Christiansen

**Vote:** Unanimous

**VII. PUBLIC PARTICIPATION**

Travel Basketball

It has been brought to the Park Commission's attention that there are people unhappy with the boy's seventh grade travel basketball practice times. The travel basketball program that is being run out of the Melrose Middle School/High School has been taken over by recreation this year(2008-09).

Lea Fasano, 32 Wyoming Heights

Lea stated that some boys travel team practices are too late(8:30-10pm) two nights a week every week. Last year every third week a team would practice at this late time. She was not aware of this at tryouts. Why not have the older MBA Rec league teams practice at this late time/switch times. In November she worked with Frank Olivieri and Pat Ruggiero to get the practices ½ hour earlier. Lea was given no indication that the time would go back to later in December. Lea does not understand why practice times are worse considering travel is under recreation now, which gets higher priority than outside rentals.

Diane Witkowski, 12 Pearl St.

Diane echoed Lea Fasano's concerns.

Kevin Hanover, 29 Boardman St.

Kevin also echoes Lea's concerns. The rotating system last year was better. There should be more give in the program.

Evan Zahner, 32 Wyoming Heights

Evan agrees the with above and would ideally like a change this year, but would like assurance that this issue would be looked at before next year. Gyms like Roosevelt and Lincoln would be acceptable. The suggestion that the kids move out of the program is not moving in the right direction.

Chris McCormack, 15 Worth St

Chris is director of the boys travel program and coach of the 8<sup>th</sup> grade travel team. His team practices 8:30-10pm also. He has not had complaints at the 8<sup>th</sup> grade level. He believes he may be at fault for not letting parents know that the time would change back to later in December. Frank Olivieri let him know well in advance and he communicated this to the coaches. It may have not gotten to the parents. The differences this year is the amount of practice time. This year the teams are getting 3 hours of practice time a week. Chris has checked in surrounding areas. Dracut and Hamilton Wenham are the only two that he has found that give their kids 90 minute practices. All others have less. Coach Kasprzak's priority was more practice time.

Lea Fasano, 32 Wyoming Heights

Lea spoke with an 8<sup>th</sup> grade parent that voiced the same concerns. Another 8<sup>th</sup> grade parent did not have their child finish tryouts because the times were going to be so late. This child plays for St Marys 8<sup>th</sup> grade and has an earlier practice time. She does not understand why. She knows that they practice for less hours.

Chris McCormack, 58 Worth St

Chris feels he has communicated with his parents a lot and has had no complaints about the practice time.

Mike Interbartolo stated he was the one that wrote the letter to Lea Fasano that suggested a possibility would be to move a child to the rec league if parents felt it was in the best interest of the child. Mike said that he does not feel it possible to change things now and that all concerns will be looked at for next year.

John McLaughlin outlined that the changes to the travel program are that there are now 8 teams, not 6 as last year, and that the teams get 1 ½ hour practices not 1 hour practices as last year. John pointed out that when the option to cut practices by 15 minutes was suggested to the boys teams the boys teams rejected the idea. John said that this may be the option used next year. The parents and coaches need to work together and decide their priorities. He feels it would not be wise to mix and match travel and rec practices.

Mike Interbartolo thinks that all of this needs to be looked at. Frank should research all of the options and report back to the commission with findings.

Lea Fasano

Lea corrected John that there is only one more team this year, a 5<sup>th</sup> grade girls travel team. There was a 5<sup>th</sup> grade boys travel team last year. She maintains that there are other options to look at, and that the older rec kids should be looked at. No one wants to leave the program, they want a fair shake and reasonable practice times. Lea is hearing conflicting responses from Mike and John.

Mike Interbartolo said, as chairman of the commission, that all the options will be looked at and reported back on by the recreation director and the decisions will be communicated back and that the basis for the decisions will be communicated back.

More discussion was had about the issue.

Peter Delani 370 Grove St.

Peter said he has a son on the 6<sup>th</sup> grade boys travel team and is the vice principal of Masconomet HS and a previous AD. His experience is that all high schools have children in them till 9/10pm.

Lea Fasano

Lea expressed her displeasure that discussions were not had much earlier and now a change will not happen until next year.

Mike Interbartolo reiterated that the recreation department will look at everything. Frank will evaluate the program at the end of the season. Make sure everyone fills out the evaluation form.

**Motion:** By Bob Christiansen to change the order of the day to Peter Delani and Navigator/Red Sox Camp.

**Second:** John Mercer

**Vote:** Unanimous

#### Navigator/Red Sox Camp

John McLaughlin explained the proposal for the Northshore Navigators/Red Sox Baseball Clinic that recreation would like to run. He introduced Peter Delani, a Melrose resident, assistant principal at Masconomet High School and newly appointed GM of the Northshore Navigators. Northshore Navigators being a college age baseball team in a new league similar to the Cape Cod League. Navigators will be playing at Frasier Field in Lynn, MA. The date for the clinic is July 27<sup>th</sup>-30<sup>th</sup>. It will take place at Pine Banks Park. Mon July 27<sup>th</sup> the kids will go to a Navigators game. Tues, July 28<sup>th</sup> and 29<sup>th</sup> the baseball clinic will happen at Pine Banks, 9am-1pm. On Thurs, July 30<sup>th</sup> the clinic will culminate in a trip to an afternoon Red Sox game. Mr. Delani has access to 200 bleacher tickets through Ben Crockett. See enclosed information.

Frank Olivieri spoke about the clinic also. He explained that this would be a replacement to the Red Sox Fantasy Camp that has previously been run at Pine Banks.

John McLaughlin added that the clinic can be run for \$100 per child less than the Red Sox Fantasy Camp.

Mr. Delani pointed out that there would be no Red Sox player coming to Pine Banks to sign autographs. He has run many clinics in the past. The age to target is 8-15 year olds. Younger and older children should be allowed if agreed on. "Navi the gator" can make an appearance at Pine Banks. The management package line item, \$6000, is for Mr. Delani

and Mr. Crockett's compensation. Mr Crockett to be paid approximately \$3500. Mr Delani typically would make \$4000 on a camp run at Masconomet. He is very willing to make his compensation a floating number, to be determined.

Joan Bell said that the reason the proposal has been brought before the park commission is because there is an up front cost of \$5200 for the 200 Red Sox tickets which need to be purchased now.

Mr. Delani spoke to the marketing of the clinic. It can not be called Red Sox Fantasy Camp, but Melrose Rec Baseball, Rising Stars or Melrose Fantasy Camp-featuring the NorthShore Navigators and Red Sox's Ben Crockett could all be ideas. He can help in the marketing a lot.

John McLaughlin's vision would be to market the clinic to all of the city via the recreation website, the Melrose Baseball Little Leagues and Babe Ruth. If the camp is not full by May 1<sup>st</sup> then Mr. Delani could help out filling the rest of the spots.

Mike Interbartolo would like a report back from Frank(assuming that the money vote is passed) as to how many Melrose children signed up vs non Melrose and how many signed up in total.

**Motion:** By John Mercer to expend \$5200 to buy 200 Red Sox tickets to be used for the Navigators/Red Sox Clinic.

**Second:** John McLaughlin

**Vote:** Unanimous

#### George Rogers Tournament

Mike Farrell had brought up the idea of GMC and recreation running a fundraiser tournament together. Joan Bell found the George Rogers Tournament in an old scrapbook. This is a discontinued tournament that was run years ago. Frank was thinking of running it around the time of the Victorian Fair/Homecoming theme. Bob Christiansen said that the Inner Club ran the tournament for years and thinks it would be a great idea to bring it back. Mike Interbartolo suggested that GMC and recreation get a proposal together.

### III RECREATION DEPARTMENT REPORT

#### A. Status Report on Revolving Fund Account FY09

The entire recreation salary is on the budget now, as requested. Recreation is just \$5000 short of covering Frank's salary for FY09. Over \$20,000 has been made on MBA. With spring programming Frank hopes to cover his salary. The balance on July 1<sup>st</sup>,2008 was \$16,500. All of the gym time for the winter has been PO'd. Frank and Joan spoke to Patrick Dello Russo about the recreation budget. Patrick will put up to \$20,000 into the budget if recreation cannot meet its goal. It will be a safety net for the recreation department.

Bob Christiansen suggested that recreation think about running a High School Basketball tournament over Christmas vacation like Peabody does.

B. General Recreation Department Report

C. Report on Fall Programming

1. MBA

No discussion

2. Travel Basketball

a. Lea Fasano

see above

b. Expectations of custodians during

See enclosed memo/new business

D. Report on Spring and Summer Programming

Frank pointed out the memo he handed out with the spring programs listed on it.

Mike Interbartolo asked if there was any way to get drama or music onto the spring programming list. Frank responded that he is looking for a vendor. Theresa Melito (her mom is an art teacher at the High school) and the drama/high school teacher Mr. Daley were two contacts he should explore.

E. Report on Recreation Dept. Budget for FY09

3. Recreation Salary

No discussion

4. Approval to raise Recreation Revolving Cap

Frank Olivieri, Recreation Director, pointed out a letter that Joan Bell had written to Mayor Dolan and Patrick Dello Russo concerning the FY09 Budget. In the past there has been a cap of \$170,000 on the amount spent from the recreation revolving account. Frank would like to request to raise that cap to \$260,000. Joan Bell pointed out that Frank's salary has been added into the revolving account now.

**Motion:** By Bob Christiansen to request from the mayor and the Board of Aldermen to increase the cap on the recreation revolving account.

**Second:** John McLaughlin

**Vote:** Unanimous

5. Membership Dues

Frank has certifications that he would like to keep up to date. To do so he needs to do a certain amount of course work and workshops within certain timeframes. Patrick Dello Russo agreed that the payment for this should come out of the recreation revolving account.

**Motion:** By Bob Christiansen to approve the authorization of spending the money necessary to keep Frank's certifications up to date with continuing education and/or workshops as so needed.

**Second:** John McLaughlin

**Vote:** Unanimous

6. FY10 budgets

No discussion

#### F. Peak Software

Peak Software is up on the server and there is a connection. The last piece that needs to be worked out is to get it up on the internet and the credit card system. Frank is hoping that by the date he releases his spring programming (Feb 2) he will have Peak Software fully operational. Signing up online will not be the only option. Recreation will still take checks and registration forms.

### IV MOUNT HOOD REPORT

#### A. Mount Hood- GMC

1. Report on membership list for 2009

Three memberships in for 2009

2. Outstanding Gift Certificates

Have the figures.

3. Monthly Financial Report

Mike Interbartolo pointed out that the Melrose Charities do not match from one page to another. Tom Friel saw that in September the two figures do not match. He will address this. Mike would like the historical figures for the food and pro shop. Tom reported that there are tabs at the bottom of the spreadsheet which represent previous years. Joan will print this out in the future. Mike interprets that Mt Hood was up about \$55,000 from last year in golf revenues. The pro shop was up several thousand this year. Food and beverage was down about \$29,000. It started down because of the renovations done at the beginning of the season. GMC gave a higher percentage of the food and beverage proceeds (35% instead of 30%) to Mt Hood this year.

2008 Total Revenues:

MTD \$2,577.20

YTD \$1,480,161.28

4. Marketing Plan Update

GMC is contracting with a company that does website and email marketing. A memo is included. Basically it is similar to GMC's marketing, however they have a lot of creative promotions that they advertise. They do not discount at busy times. It will be a month or so before the website is updated. GMC will probably not have a years marketing plan by next meeting.

5. Report on General Operations of Golf Course

a. Report on staffing

There are currently 4 staff on hand.

b. Copy of Maintenance Log and Current Certification

A copy was submitted and is on file.

c. Update on kitchen plans

Phil Friel has the kitchen plans, not with him. He has a short wish list that was asked for. This is included in the packet. Tom did a drawing of what the 3 season room might look like. He did not know what a master plan meant in the last month's minutes.

Water fountains on the course are on the wish list. There used to be water fountains on the course at the top of 5th green, up by the putting green, and up on 14<sup>th</sup> hole. Bob Christiansen remembers the 14<sup>th</sup> hole fountain forever being broken. It was near the trap that was just taken out. Hence there should be old piping. Bob may be able to help locate the pipes in the spring.

d. Update on Feasibility Study

Mike Interbartolo and John McLaughlin have not met. They tentatively set up to meet Friday at 9am .

e. Discussion on change in Mass Liquor Law

Joan was to set up an appointment with the mayor. Joan told the mayor that Mike Interbartolo and Bob Christiansen would like to meet on the liquor law subject., The mayor has been put on a task force, making his time limited. Bob and Mike would like to meet before the next meeting. Monday afternoons and Wednesdays are bad for Bob and Mike. Joan will work on getting them on the mayor's calendar.

f. Clubhouse AC System

Joan has an updated/revised estimate from the original firm that did the heating system. They have come down from \$12,000 to \$7,800. They have the CAD files. Mike is wary of what "value engineering services" means. Mike would like to put in that the company would supply Mt Hood with a disc of the CAD files so in the future we will have it.

**Motion:** By John Mercer to accept the company's bid to install clubhouse AC, potentially having the project completed by July 1<sup>st</sup> 2009.

**Second:** John McLaughlin

**Vote:** Unanimous

g. 19<sup>th</sup> hole roof repair

Joan Bell has had several companies come look at the roof repair project. One company came back with a \$19,500 estimate, not knowing what it could get into. Joan thinks the project could still be done by proposal. It has to be posted on the Central Registry. It is set to go on the Registry on January 14<sup>th</sup>. The commission said to post it and see what they get. Mike would like Joan to confirm with Bob Beshara that going by proposal will not preclude the commission from putting out a bid. Joan has put a proposal together and Bob Beshara said it looks fine. Mike would like Joan to include in the proposal that she has the right to reject any and all bids.

**Motion:** By Bill Gardiner to put the 19<sup>th</sup> hole rooftop project on the Central Registry and put it out for proposals.

**Second:** Bob Christiansen

**Vote:** Unanimous

Tom Friel mentioned that the deck has recently been taken off. This should save some money.

B. Report on requests for rentals of clubhouse, league play, golf tournaments

1. Williams Tournament

Joan spoke with the woman who has initiated the request. Joan is still waiting to hear back. Joan will have more on this next meeting.

C. FY09Budget

D. FY10Budget

Have to start thinking about FY10 budgets. Mike would like to see the actual revenues for the calendar years. Joan said she would get this.

V. PARK DEPARTMENT REPORT

A. General Park Dept. Report

B. Dog Park

Joan and Ruth Clay visited some areas. Ruth is interested in 2 areas now. She is no longer interested in the Mt Hood jr driving range area. Conant Park has an area of interest. Another area of interest is the lot of land down by the lower maintenance garage at Mt Hood.

C. Financial Report on Park Department

1. Lions Club- Reconciling Concession Money

Joan has left a message with Kevin Erb. She is trying to set up a way to get the proceeds. Greg Zammuto has said he is in agreeance with Joan's letter she sent that described the park commission's decision to accept in concept the Lion's running the concession. See enclosed letter. Mike Interbartolo would like to get Greg Zammuto's response in writing. Joan will get this. John McLaughlin said that Kevin Erb has reported the concession stand to be a great success.

D. FY09 Budget

E. FY10 Budget

VI. NEW BUSINESS

Joan asked Frank to put together a list of expectations of the custodians while recreation is renting the gyms. Frank spoke with Greg Zammuto about it. Greg said that he is in the process of doing this. Frank put his own thoughts into a memo, see enclosed. Joan thinks this is a very important document to have in writing. It will differ season to season. Bob Ciampa needs to enforce these expectations.

Discussion was had about expectations and also went into what weather conditions should close the school. There should be consistency. Whose decision is this?

II APPROVAL OF THE MINUTES

**Motion:** By Bob Christiansen to approve the minutes of the meeting of 12/10/08.

**Second:** Bill Gardiner

**Vote:** Unanimous

**Motion:** By Bob Christiansen to approve the minutes of the meeting of 12/17/08.  
**Second:** Bill Gardiner  
**Vote:** Unanimous

**Motion:** By Bill Gardiner to adjourn  
**Second:** John McLaughlin  
**Vote:** Unanimous