

**Park Commission Meeting
September 14, 2009 (amended)**

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

I SIGNING OF WARRANTS

Warrants were reviewed and signed.

Motion: By Bob Christiansen to go to Public Participation

Second: John McLaughlin

Vote: Unanimous

II. PUBLIC PARTICIPATION

- A. Ralph Sarni, 75 Altamont Ave., returned the several balls that have landed in his yard. He realizes that in November there will be meeting to asses the effectiveness of the trees planted in front of his yard.
- B. Delores Cohan, 70 Sycamore Rd., came to speak on behalf of herself, her neighbors, and the Hoodwinks. She was only recently made aware of the feasibility study that has been ongoing at Mt Hood. Mike I described the proposal that the PC voted on and is continuing to study. There is a lot left to be done before any actual work could start. Delores is not in favor of an athletic field being built at Mt Hood. Will the revenue go down while the work is being done? Mike I. assured her that they would be very sensitive to this. Delores feels they have fought for years and years to keep Mt Hood the gem that it is.
- C. John McDonald, 219 Laurel St., wanted to know which option was chosen at the last meeting. Mike I. described the option. John asked about the traffic study that would be done. Mike said that it will be an RFQ. He reiterated his concern for losing more urban wildlife. He also would hope the city officials would keep their promise that traffic would go around and up by Rte 99.if an athletic field were built, a promise made when the big dig fill occurred.
- D. Chris Walsh 2 Mt Hood Terrace, wants to know what it would take for the project to come to a halt. Would public opposition play a part? Mike I. replied that they have had several meetings and listened to all of peoples concerns. It all weighs into the final decision.
- E. Bob H??????, Sycamore Rd., believes that people are in favor of a field being built if they don't live in the neighborhood. He does not believe those that live in the neighborhood are in favor of it at all.
- F. Kelly Hinchey, Mt Hood Terrace, asked if Pine Banks has been looked into yet. There are fewer homes, more industry, and a larger street there. Mike I. responded that the city was going to do a feasibility study on the rest of the city, but has not funded it yet. The PC has only looked at Mt Hood. Four or five years ago \$25,000 was voted on by the PC to do this Mt Hood Feasibility Study. At the same time the city proposed to spend \$25,000 to do a feasibility study on the rest of the city.

- G. Chris Walsh 2 Mt Hood Terrace, If the traffic study comes back and proves it is detrimental would the project get stopped? Mike I. responded that all has to be taken into consideration, he can not answer that.
- H. Myron Ditmer 93 Altamont Ave., hasn't heard the particulars of how the field will be used, if there will be lights, etc. He feels the unknown is what is making people uncomfortable with a field being built. Mike I. responded that it is too early to determine this. The PC does not even know if the field can be built at this point. Again "there has been no decision whether lights will be used or not".
- I. John McDonald, 219 Laurel St., reviewed his understanding of the schedule that will be followed.
- J. Peter Mortimer, 47 Mt Hood Terrace, feels that the location of a new field should be at the tower. The tot lot would be lost, the cost is great, it is very wet and mosquitoes would be bad, safety from balls on the 17th could hit players on the field. He feels the view is beautiful at the tower, and the mosquitoes would be less and the cost would be less. He realizes this plan is very preliminary. The plan years ago was to use Rte 99 as an access road. It was glossed over then. He feels this should really be researched. Plowing is not a problem because the field is not used in the snow. Mike I. told him that the area is not conducive to an athletic field. The soil is poor. The road was looked at by Beals and Thomas and they did not feel it was usable. Peter is concerned about using explosives. Mike answered that this is not a definite now. Peter is also very concerned about the traffic problem. A 100 spot parking lot means a lot more traffic. Traffic has tripled in the last 10 years. He is very concerned about this. The risk of injury will greatly be increased. He really hopes that the field could be put up by the tower and that it would be revisited.
- Peter also feels that if the city went to the state legislature they could get money one time from Mt Hood to help the city. Mike I believes that the Slayton Trust states that this can not happen. Peter believes that the Slayton Trust says that "some land has to be left unspoiled". Mike I. feels that this may be true, and that Peter being an alderman, could push for the feasibility study that the city said they would do.
- K. John McDonald, 219 Laurel St., would like to request that the study results be put at the library . Mike I. said that it will also be put on the computer. John asked if the consultants did a study on the big dig site and gave the PC a cost analysis of what it would take to use this area. Mike I. said no. John would like to ask that the consultants go back and do more study up on the big dig fill area. Mike I. responded that the consultants did look at it, and found the area and the access was not feasible.
- L. Peter Mortimer, 47 Mt Hood Terrace, insists that the PC should look at what it would take to use the area near the tower. Mike I. agreed to do this.
- M. Joe Sullivan, 10 Birch Hill Rd., feels that the fundamental issue is that Mt Hood has money and the city does not. Mt Hood is always going to be hit up by the city. He wishes that some kind of arrangement could be made to deal with this.
- N. Peter Mortimer, speaking for Donald Adelman, 318 Laurel St., has some culverts in his back yard that are backed up and have been backed up for a while. The way the water runs is problematic. Joan responded that if the culverts need to be

cleaned out again that can be done, and that the city has someone looking at the water flow in this area.

- O. Joe Sullivan, 10 Birch Hill Rd., asked how much Mt Hood gives to the City of Melrose. Mike I. said that Mt Hood gave the city approximately \$200,000 last year.

Motion: By Bob Christiansen to close Public Participation

Second: Bill Gardiner

Vote: Unanimous

Motion: By Bob Christiansen to change the order of business to the 2008 Audit.

Second: Bill Gardiner

Vote: Unanimous

IV.

- C. Richard Sullivan, Partner with the City of Melrose Audit and Partner with Powers and Sullivan.

Mike I. would like to see the basics of where income and expenses are shown.

Richard handed out 3 pages of the audit report. The audit was discussed in detail.

A question came up as to where interest on the enterprise fund is recorded. The auditors report does not show any interest coming to Mt Hood. Is Mt Hood getting this interest? Joan will look into this.

III. RECREATION DEPARTMENT REPORT

- A. Status Report on Revolving Fund Account FY09

- B. General Recreation Department Report

- C. Fall/Winter Programs and Events Brochure

Congratulations Frank on a great summer.

- D. Inclusive Programming

Frank is working with EMARC and going to try to include some of their participants into his programs, especially into the MBA program.

- E. Administrative Assisitance

Frank would like to request permission to hire a part time Administrative Assistant. The cost would be approximately \$4800.

Motion: By John McLaughlin to request to the mayor authorization to hire a part time recreation administrative assistant paid through the recreation revolving account subject to funds.

Second: Bob Christiansen

Vote: Unanimous

- F. MRPA conference 10/28 & 10/29

The Mass Parks and Recreation Conference is coming up in Worcester. Frank needs to go to keep up his certification and has signed up to attend.

G. FY10 revolving Budget

H. FY10 Budget

IV. MOUNT HOOD REPORT

A. Mount Hood

1. Report on membership list for 2009

No changes

2. Outstanding Gift Certificates

\$28,000 balance

3. Monthly Financial Report on Golf Course

As of today Mike Farrell reported that they are down approximately \$10,000. Food and Beverage is up approximately \$20,000. The pro shop is down approximately \$20,000. This was due to the drop in the junior golf schools this past summer.

2009 Total Revenues:

MTD \$221,050

YTD \$1,123,187

4. Marketing Plan Update

The special rates on the weekends is inconclusive. 30 coupons were redeemed each day. Tom Friel believes it is not enough data to make a judgement on.

The Patriots ad is going out on Sunday afternoons when the Patriots play.

5. Report on General Operations of Golf Course

a. Report on staffing

There is currently 15 staff on hand.

b. Copy of Maintenance Log and Current Certification

A copy was submitted and is on file.

c. Update on AC

The ad went into the Central Registry. Bid opening is on October 9, 2009. Walkthrough is on Oct 1, 2009.

The regular Park Commission meeting will be moved to Oct 5, 2009.

A special Park Commission meeting will be held on Oct 26, 2009 to discuss the AC bid.

d. Update on Feasibility Study

Beals and Thomas is putting together their final report. Joan spoke with Bob Beshara about the survey, could the PC go through Beals and Thomas and how much could they change the contract by? Bob Beshara said if Beals and Thomas uses an outside surveyor then do not use Beals and Thomas. It is better to put the scope of work together and use one of the city's local surveyors. It would be less expensive. Joan worked up a scope of work with Bob. She will go through it with Beals and Thomas to make sure it is what they need for the project and then if the PC approves she will put it out. The Beals and Thomas contract can be increased any

amount. However if a second party is used by Beals and Thomas then there are rules as to how much the contract can be increased.

Motion: By John McLaughlin for the Superintendent to put out a scope of work for the topographical survey on the 2 areas described previously (big dig area and 17th hole area).

Second: Bill Gardiner

Vote: Unanimous

Once the Beals and Thomas final report is back, there should be information for the scope of work for the vernal pool/conservation survey that must be done.

John McLaughlin would like to see the size and accessibility of the big dig area to be addressed. If it is not big enough for a regulation field then it would be of no use.

e. CIP Plan

Tom Friel brought his kitchen plans. He did not bring anything on of the other capital improvement plan. Phil handed out copies of the last kitchen plan that they came up with a few years ago. This plan also suggests a three season room to accommodate the lost room due to the bigger kitchen. The floor needs to be stiffened up. There are more renovations that would need to be done. Back when the plan was first done \$25,000 was thrown out as a price. Now it would be much more.

Joan will have to check with Bob Beshara to see if we could use the kitchen consultant that the Friels used to originally draw up the plans. Is he registered?

Motion: By John McLaughlin for the Superintendent to put out an RFQ for Architectural and Engineering Services for kitchen renovations and the feasibility of a 3 season room.

Second: Bill Gardiner

Vote: Unanimous

Phil would like to add that a walk in refrigerator be added on to the plan. Presently the walk in refrigerator is upstairs, and very inconvenient. The PC expressed concern about its proposed location.

Mike would like to see more information on all of the capital improvement plans at the next meeting.

f. Awning Quotes

Put on hold.

g. Windows

Joan is looking for someone to come and measure. JB Sash did not want to come out. Joe Adams and WT Dolan were suggested

h. Tower Report

Dillulo has walked through the tower with Joan. There are definitely aesthetic issues, but, not safety issues so much. Stairs, ceilings and tire rods needs to be taken out and cleaned up. The inside walls are eaten away. The PC would like to see the whole access way from the parking lot up to the tower cleaned up and fixed up.

Joan should begin work on the scope of services and the RFQ for the Tower Project.

i. Aquatic Control

Joan would like to get First Pond back into shape, so that it will take care of itself. She has discussed with Aquatic Control about this. Short of dredging, which is very expensive, hydro raking is the best thing. Joan has spoken with Conservation about coordinating this effort with ponds they are working on.

Mike I. would like to know if second pond could be hooked up to the irrigation so that they could take first pond off line for treatment. Mike I. sees this as a better solution than spending \$4000 every year on hydro rating. Mike Ford would know the answer to this.

Discussion was also had about using city water to irrigate while First Pond is chemically treated to kill the fanwort. It could not be used for 60-90 days after the treatment.

The PC would like Joan to check asap if the chemical treatment (flouridone) to kill the fanwort was done right now would it be helpful.

The PC would like Joan to find out for next month what's involved in using second pond for irrigation. Mike Ford can help with this.

The hydro raking will be put on hold for now.

Water rights to Long Pond? An encased well in one of the ponds ? All ideas for more water to irrigate with.

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

The leagues are winding down. There is not much league activity.

C. Outside Auditors Report

See above

D. FY09 Budget

No discussion

E. FY10 Budget

F. Wind Turbine

Joan got an email from David Shakespeare that the site at Mt Hood was approved for a site visit. Mike requested that this be on the agenda every month.

G. Mt. Hood Sign

Tom Sutherland said that everything went through and the sign should be ready by the end of the month. Joan will set it up with Mike Ford to get the sign put in.

V. PARK DEPARTMENT REPORT

A General Park Dept. Report

The cabbage Patch is done. It is off limits till the 21st. The West Knoll came out great. It is being used for the first time tonight. Morelli Field infield will be worked on next before it gets closed down for the winter. The Common Tot Lot was paved . Some masonry work has to be done and then it will be painted with the design that has been drawn up. Hesseltine is complete. Lincoln School is the next area to be worked on. The baseball field there needs renovations and the tot lot there got a face lift but needs to be fixed up.

Joan will be at a conference on Wednesday and Thursday. She told Bob Beshara and John Scenna not to come tonight. A wrap up after the season would be more beneficial. Maybe PTS could come also.

Mike I. would like to put the Mowing and Maintenance reviews on the agenda no later than November. He does not want to wait until the last minute to discuss renewing contracts.

Bob Christiansen mentioned that the Roosevelt Field has a terrible smell coming from something. Joan thought the sewage issues were taken care of the last time the field was maintained. There is a drain behind home plate. Bob feels the smell was coming from that drain. Joan said she will get the Health Department to deem the field safe.

VI. APPROVAL OF MINUTES

Motion: By Bob Christiansen to approve the minutes of the meeting 7/3/09.

Second: Bill Gardiner

Vote: Unanimous

Motion: By John McLaughlin to approve the minutes of the meeting 7/10/09.

Second: Bob Christiansen

Vote: Unanimous

Motion: By Bob Christiansen to adjourn

Second: John McLaughlin

Vote: Unanimous