

**Park Commission Meeting  
October 5, 2009**

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

**I SIGNING OF WARRANTS**

Warrants were reviewed and signed.

**II. APPROVAL OF MINUTES**

**Motion:** By John Mercer to approve the minutes of the meeting 9/2/09, pending input from John McLaughlin and Bob Christiansen.

**Second:** Bill Gardiner

**Vote:** Unanimous

**Motion:** By John Mercer to approve the minutes of the meeting 9/14/09 as amended.

**Second:** Bill Gardiner

**Vote:** Unanimous

**III. RECREATION DEPARTMENT REPORT**

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

Frank is working on getting all fall programs put onto his budget. By next meeting he will have this done.

**B. General Recreation Department Report**

Conflicts forced changes to tryouts for the Travel Basketball Program. Frank used all methods available to get the word out. Middle School Volleyball program is doing very well. The Cross Country Program has over 50 middle school students signed up. This is a big jump from last year. These two last year programs are improving and very popular. Almost all of the fall tennis programs are full also.

**C. Fall/Winter Programs and Events Brochure**

**D. Update Administrative Assistant Position**

Frank thinks that the cost will be \$4500-\$5000. He is hoping that he will have someone in place within the next two weeks. The city has agreed to the position until the end of February. After which it will be reviewed. Frank said that the city has agreed to pay any shortfall. The job description and the position was discussed.

**Motion:** By Bob Christiansen to approve the Administrative Assistant job description as amended.

**Second:** Bill Gardiner

**Vote:** Unanimous

**E. FY10 revolving Budget**

Joan stated that around March of 2010 the city will be looking for the FY11 Budget.

**F. 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  
Pro Shop is down about \$26,000 because the summer junior golf programs were down. Golf revenue is about the same as last year.

##### 2009 Total Revenues:

MTD \$198,712

YTD \$1,321,899

##### 4. Marketing Plan Update

Not much to report, October and November should give a better idea if the promotions are working.

##### 5. Report on General Operations of Golf Course

###### a. Report on staffing

There is currently 11 staff on hand.

###### b. Copy of Maintenance Log and Current Certification

A copy was submitted and is on file.

###### c. Update on AC

Six companies came to the walkthrough. Josh from RW Sullivan was present for questions. The bid opening is Oct 9. Mike I. reminded everyone that there is a meeting Oct 26 to hopefully award the contract.

###### d. Update on Feasibility Study

Joan just received Beals and Thomas' final report today. She will go through it and will get it to the Commission at the Oct 26 meeting. Beals and Thomas is putting together a proposal on the topographical survey.

###### e. Tower Report

Joan included the initial observations document from DiLULLO in the packets. She is working on getting specs from them. Bob C. mentioned that the Tower Area looks much better since GMC's cleanup.

###### f. Aquatic Control

Joan reported that Aquatic Control informed her the chemical control should not be done in November. It will not work well. The plants must be in full bloom. Susan Murphy from Conservation thinks hydroraking is still the best way to go. Even though Aquatic Control suggests keeping \$3000-\$5000 per year for maintenance to the ponds, Susan's experience is that chemical control can be used at a lesser cost. Conservation is using DPW trucking at \$30/hr for the hydro raking project they are doing.

Conservation would like Mt Hood to be included in this project. An excavator would have to be hired. Conservation has found one for \$640 for 8 hours, 1 driver, and they feel they may only need it for a ½ day. Mike Ford, Mike Farrell and Joan have discussed where they could put the

raked up material to dry. They think behind the lower maintenance building. Mike I. wanted to know how much was taken out last time. Bill G. wondered how long the material had to stay to dry out. Joan answered she could look into these questions. The cost to hydrorake is \$6150. Mike I. estimated the cost to be \$7500 to rake the front acre of First Pond. Mike F. said that to connect the second pond to the existing irrigation would not be feasible. A new pump house would have to be built. Other discussion was had.

**Motion:** By Bob Christiansen to allocate \$7500 for Hydroraking the front acre of First Pond, starting in October if possible.

**Second:** John Mercer

**Vote:** Unanimous

g. Update Wind Turbine  
No change

B. Report on requests for rental of club house, league play and golf tournaments

A copy of the functions had been submitted. Mike Farrell stated that they have 2 more golf outings and then are done for the year. Just for information's sake the leagues start in mid April and end mid September.

C. Update Outside Auditors Report

Joan reported that Mt Hood has been receiving interest. It is on the Mt Hood Enterprise budget under "Antenna Leases and Interest". It will get moved to its own line item on the Mt Hood Budget and it will show up on the Auditor's next report. In FY08 interest received totaled \$20,022.16. In FY09 interest totaled \$8712.56. Mike I. questioned why the monthly interest is not more. Joan will look into this. Could the monthly numbers given as interest, really only be interest on the Antenna Leases?

D. Golf Course Capital Improvements

Tom F. presented a document that Mike Farrell and Mike Ford worked on showing improvements done. Tom will give the Commission a finished version tomorrow with costs. The "Recommended Golf Course Capital Improvements" is what Mike I. wanted to see with some estimates. If this was done, the top 5 priority projects would be approximately \$36,000. These will be further discussed at the next meeting.

E. FY09 Budget

No discussion

F. FY10 Budget

No discussion

## V. PARK DEPARTMENT REPORT

A General Park Dept. Report

A letter was received from Bob Beshera for approval to do some improvements along Lebanon Street near Ell Pond

**Motion:** By Bill Gardiner to approve in principle the easement for the work that is going to be done along Lebanon Street and Ell Pond area (MassHighway Project No. 601553) and that the City will prepare documentation that the Commission will sign..

**Second:** John Mercer

**Vote:** Unanimous

- a. Common Tot Lot work has been started.
- b. Cabbage Patch was opened today. It has 2 sets of lines one for Field Hockey and one for Youth Soccer.
- c. Joan is meeting with Art DeBenedictis to go over what Babe Ruth's priorities are on Morelli, and what can be afforded.
- d. The Adopt a Site near Salamanca's home(Common), which has been somewhat abandoned, is going to be dedicated to the Salamancas on Saturday 10/11.
- e. Joan has told the dog park group that they should come back to the Commission after they have done their research and met with user groups. A public meeting has been set for Oct 15<sup>th</sup>. Joan has put the dog park group in contact with the users group names. As many people as possible will be flagged.  
The dog park group proposed to put up some posts with dog litter bag dispensers on them. They suggested Hesseltine, the Common and Franklin fields. Mike I. thought this to be premature and that it would send the wrong message out.
- f. Mike I. asked about the smell at Roosevelt, that Bob C spoke of at the last meeting. Joan has looked into it and was told it must have been a trash barrel and John Scenna would give Joan a written letter that there is no raw sewage on that field.

B. FY09 Budget

No discussion

C. FY10 Budget

No discussion

## VI. NEW BUSINESS

Joan will ask for approval in the near future for a memorial plaque to be established at Mt Hood, in memory of the plane crash of 1945. The Veterans Administration has come forward and asked Joan to pioneer this effort.

**Motion:** By Bob Christiansen to open Public Participation

**Second:** Bill Gardiner

**Vote:** Unanimous

## VII. PUBLIC PARTICIPATION

Brian Sullivan, 21 Sixth Street, would like to address the Green Dog Park Proposal. He would like to go on record that he is against it.

Myron Ditmer, 93 Altamont Ave., asked for the latest on the feasibility study. Joan responded that the final report from Beals and Thomas came in today. She has to go through it before she can present it at the next meeting. Myron also asked if the plaque for the plane crash of 1945 would be donated by the Park Commission, where it would be

placed and if it is under the jurisdiction of the Park Commission to decide on a plaque like this.

Joe Sullivan, 10 Birch Hill Road, asked when the feasibility study report will be discussed. Mike I. said the report will be received on the Oct 26<sup>th</sup> meeting, but, discussed at the Nov meeting. The Oct 26<sup>th</sup> meeting is primarily to award the AC contract. He also asked where the Mt Hood Trust Document could be found. Mike I. told him that Joan could get it for him. Does the Park Commission or Mt Hood have its own P & L or does the City take care of it? Mike said that it is part of the City audit, however, there is a part of the City audit devoted to the Enterprise Fund at Mt Hood, which Mt Hood pays for.

**Motion:** By Bob Christiansen to close Public Participation

**Second:** Bill Gardiner

**Vote:** Unanimous

**Motion:** By Bob Christiansen to adjourn

**Second:** John McLaughlin

**Vote:** Unanimous