

**LAKEVILLE PARK COMMISSION MEETING MINUTES**  
**POLICE STATION, 323 PRECINCT ST, LAKEVILLE, MA**  
**THURSDAY, MARCH 07, 2024 @ 7:00PM**

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Members present: Brynna Donahue, Scott Holmes, Paula Houle, Michael Smith and Melisa Turcotte.

Members not present: None.

Other attendees: Peter Murdy (Clerk), Lacey Marshall (Human Resources), Dicky Johnston, Brian Catalano, Alex Misoduoulakis.

Melisa Turcotte called the meeting to order at 7:00 pm.

The Chair announced that LakeCAM was recording the meeting and asked if anyone else was doing so. No one was.

ITEM 4. REVIEW AND POSSIBLE VOTE ON APPLICATION BY DOUG BERRY FOR THE 2024 CLEAR POND PARK DIRECTOR POSITION.

Melisa Turcotte presented Doug Berry's application for Director of Clear Pond Park, 2024 season.

**Motion by Paula Houle to approve Doug Berry's application. Motion seconded by Michael Smith. No further discussion. Motion carried unanimously.**

ITEM 3. REVIEW AND POSSIBLE VOTE ON CPP GUARD AND ATTENDANT JOB DESCRIPTIONS FOR 2024 (LACEY MARSHALL, HR, WILL BE PRESENT TO ANSWER QUESTIONS ABOUT THE JOB DESCRIPTIONS.)

The commission reviewed the Clear Pond Park Attendant job description.

Melisa Turcotte asked about drug testing. Lacey Marshall (Human Resources) said that it is not needed for those under 18. Melisa asked that it be required for everyone over 18.

Paula Houle brought up the issue of attendants and lifeguards taking vacation during the summer and the strain this puts on staffing. Melisa Turcotte said this was a particular problem last year. Lacey Marshall said that this should be raised with applicants during the interview process so that the Director can plan accordingly for any time off, and that, once hired, employees need to give their supervisor sufficient notice. She also said if any employee asked her about time off, she would refer them to their supervisor. Paula asked if a question about any anticipated vacation could be put on the job application. Lacey said she could to this if that is what the Park Commission wants.

**Motion by Michael Smith to approved the job posting for Clear Pond Park Attendant. Motion seconded by Brynna Donahue. No further discussion. Motion carried unanimously.**

The commission briefly discussed the Lifeguard job descriptions. It was agreed that only one was necessary for those with or without Water Safety Instructor certificate.

Michael Smith asked if applicants are notified that Massachusetts is an "employment at will" state. Lacey Marshall said it is in the employee handbook.

**Motion by Brynna Donahue to approve the Lifeguard Job Description to include both those with and without a Water Safety Instructor certificate. Motion seconded by Paula Houle. No further discussion. Motion carried unanimously.**

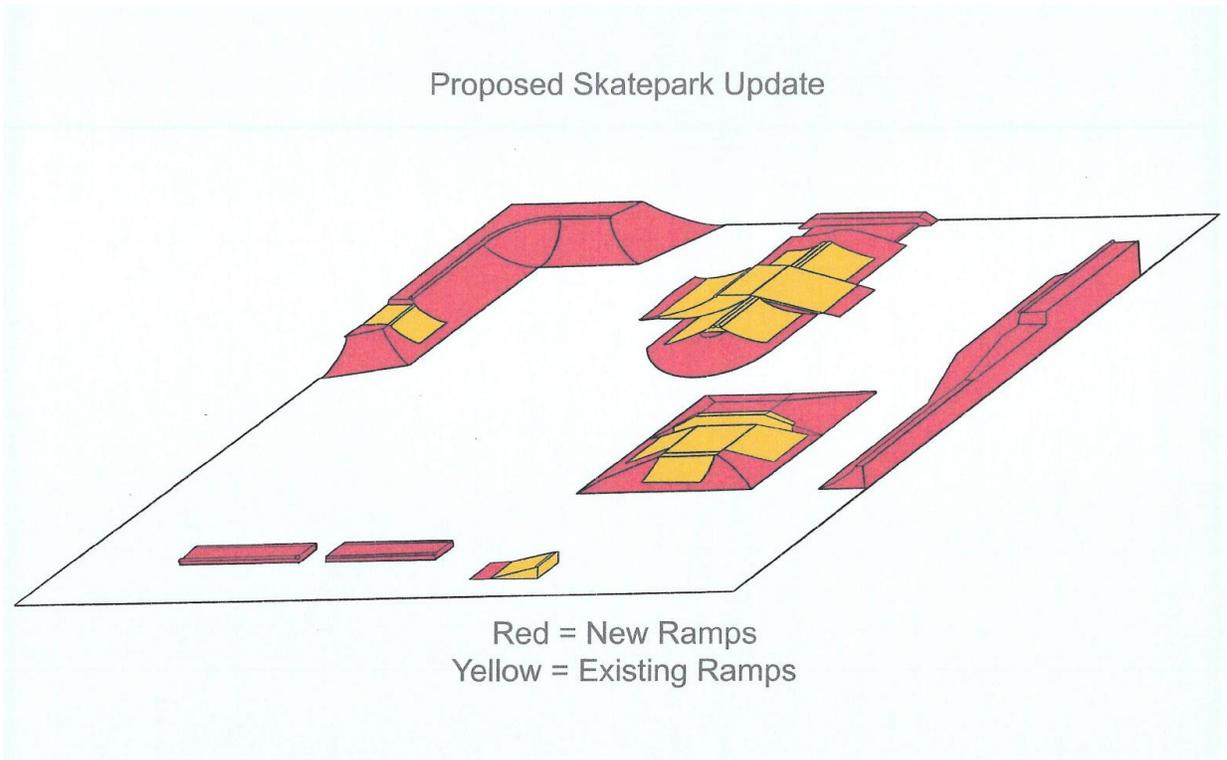
Lacey Marshall said she will work with Doug Berry in the interviews to help with the questions about vacation.

Lacey Marshall left the meeting at 7:19 pm.

ITEM 5. DISCUSS THE CONDITION OF THE TWC SKATE PARK WITH BRIAN CATALANO.

Brian Catalano, Dicky Johnston, and Alex Misoduoulakis introduced themselves. Brian grew up in Lakeville and has been skating at the park for 29 years. Dicky is a friend who has connections with FDR Skateparks in Pennsylvania. Alex is another friend who has close connections to Lakeville.

Brian Catalano handed out a plan for upgrading the Dorothea E. Will Memorial Skate Park at Ted Williams Camp. He said that the current park is 10,000 square feet with a lot of open, wasted space. The ramps are outdated and don't provide a good flow around the park, and there are a lot of cracks in the asphalt surface. Nonetheless, the park has good potential, and he believes it can be improved inexpensively utilizing much of what is already there. He presented a plan estimated to cost \$143,185.50 which would result in the following:



The commission discussed the plan. It would take no longer than a month to complete. Michael Smith said that we want it done well so that we don't have to come back in a few years and do more. He also emphasized that this is for the town and we want it to be safe. Concern was expressed by several commissioners that the proposal as currently constructed did not meet the standards of a proposal that could be presented to the town. Points where it could be improved were addressed, and Brian Catalano and his team were asked to rework and resubmit it. The commission was appreciative of the work they had done and eager to support the project.

Brian Catalano, Dicky Johnston and Alex Misoduoulakis left the meeting at 7:51 pm.

ITEM 6. DISCUSS AND POSSIBLE VOTE TO SUBMIT SKATE PARK PROPOSAL FOR ARPA FUNDING OR FOR SELECT BOARD.

This was postponed until the next meeting.

ITEM 1. PARK COMMISSION ANNOUNCEMENTS.

None.

ITEM 2. ITEMS FROM THE CLERK.

None.

MORE ON ITEM 3.

Melisa Turcotte asked the commission if they wanted to ask Lacey Marshall to prepare a separate application for the Clear Pond positions with a question about any vacation plans.

**Motion by Paula Houle to request a separate application with a question about vacation plans. Motion seconded by Michael Smith. No further discussion. Motion carried unanimously.**

ITEM 7. DISCUSS BASEBALL FIELD CONDITIONS AND POSSIBLE SOLUTIONS.

Melisa Turcotte noted that the condition of the baseball fields at Ted Williams Camp was discussed at the meeting with the leagues on February 24, 2024. Scott Holmes said that the least costly approach is to bring in loam to even off the fields, otherwise we would need a bulldozer to skim them. Machinery will be needed to spread the loam. Field #1 is the biggest problem.

Michael Smith and Scott Holmes commented on how the fees paid by the leagues are not sufficient to pay for field maintenance. Most people do not know how little of the fees they pay to the leagues actually goes to Parks. Scott said that in the past maintenance has been done by the leagues with Parks providing the materials.

The commission agreed to notify all leagues that the Park Commission will provide stone dust, loam, field mix, etc., as needed for the leagues to maintain the fields. They should plan on field days to do this and give the commission sufficient time to order the needed materials. The clerk will email the leagues.

ITEM 8. DISCUSS AND POSSIBLE VOTE ON CPP PLAYGROUND REMOVAL.

Melisa Turcotte said that, as reported at the last meeting, the playground at Clear Pond Park is unsafe and needs to come down. DPW will remove it but needs to know where to put it. Also, the Select Board may have to place it on the list of items to be disposed.

**Motion by Brynna Donahue to request DPW to remove the playground at Clear Pond Park and store it temporarily behind the shed near the fence. Motion seconded by Paula Houle. No further discussion. Motion carried unanimously.**

ITEM 9. REVIEW AND POSSIBLE VOTE ON COED BLOOPERBALL APPLICATION FOR FIELD TIME.

The commission agreed to wait until other applications for field time at John Paun Park had been submitted before approving in order to insure there are no schedule conflicts.

ITEM 10. REVIEW AND POSSIBLE VOTE ON FLSC APPLICATION FOR FIELD TIME.

It was noted that the application was for both seasons and should be only for one. Also, the North Fields may not be ready for the start date. There was some discussion about the spring development schedule versus the travel league schedule. Melisa Turcotte expressed concern about the league taking every hour on every field for the whole season when the only activity scheduled on their website is Saturday mornings. Scott Holmes pointed out that they have multiple practices throughout the week. There was also a brief discussion about a possible schedule conflict with Women's Soccer on Sunday afternoons.

It was agreed to hold the application until the next meeting for more information.

Michael Smith asked to move Item #11 until the end of the meeting.

ITEM 12. REVIEW AND VOTE TO APPROVE MINUTES OF JANUARY 18, 2024.

**Motion by Michael Smith to approve the minutes of January 18, 2024. Motion seconded by Brynna Donahue. No further discussion. Motion carried unanimously.**

ITEM 13. REVIEW AND VOTE TO APPROVE MINUTES OF FEBRUARY 1, 2024.

**Motion by Paula Houle to approved the minutes of February 1, 2024. Motion seconded by Brynna Donahue. No further discussion. Motion carried unanimously.**

ITEM 14. REVIEW AND VOTE TO APPROVE MINUTES OF FEBRUARY 15, 2024.

**Motion by Brynna Donahue to approve the minutes of February 15, 2024. Motion seconded by Paula Houle. No further discussion. Motion carried unanimously.**

ITEM 15. REVIEW AND VOTE TO APPROVE MINUTES OF FEBRUARY 24, 2024.

Melisa Turcotte noted that in the minutes Dale Simmons was told to speak with Ryan about field maintenance and that this was contrary to Park's policy. Scott Holmes said that it was an error on our part.

**Motion by Michael Smith to approve the minutes of February 24, 2024. Motion seconded by Brynna Donahue. No further discussion. Motion carried.**

ITEM 16. CAPITAL PROJECTS UPDATE.

Melisa Turcotte reported that the Community Preservation Committee has accepted the Park's step one application for funding for a new fence at Clear Pond Park. The deadline for step two is March 29, 2024.

ITEM 11. REVIEW AND POSSIBLE VOTE ON NORTH FIELDS SIGN PLACEMENT AND POSSIBLE POSTPONEMENT OF STREET SIGN AND FENCED IN AREA, BLEACHERS.

Michael Smith presented an update on North Fields. He briefly reviewed the history of the development of the fields and the requirements placed upon the location by Natural Heritage.

The next step is for Tom Clancy (Clancy Contracting) to put in the drainage and finish grading the parking lot. After that, John Meleedy (South East Fence) will be installing the fence around the fields.

Michael Smith recommended signage as follows:

- 1 temporary, portable signboard at the entrance.
- 4 security camera signs
- 6 handicapped parking signs
- 5 restricted area signs (for turtles)
- 2 prismatic stop signs
- 2 drive slowly signs
- 2 speed bump signs with speed bumps
- 8 no alcohol signs
- 8 no pets on the fields signs
- 1 sign for gate indicating the park closes at dusk

Michael Smith recommended holding off on the fence for the area with porta potties, picnic tables, etc., in order to see how the area is used. Scott Holmes said some kind of temporary fence needs to be put up to keep cars from that area. Michael said we can rope it off.

The main gate will be locked with a combination lock and the code given to the leagues using.

Two porta potties (one handicapped) will be enough for normal use. During tournaments, leagues will bring in additional units.

There will also be two bleachers, one for each field.

**Motion by Michael Smith to call the new fields "Commissioner's Park." Motion seconded by Paula Houle. No further discussion. Motion carried unanimously.**

Michael Smith said that he will be off the commission in three weeks but will more than happy to finish the project. Melisa Turcotte said that the Select Board will need to appoint him to the commission.

ITEM 17. ADJOURN.

The next meeting is scheduled for March 21, 2024, at 7:00pm at the Police Station.

**Motion by Brynna Donahue to adjourn. Motion seconded by Scott Holmes. Motion carried.**

Meeting adjourned at 9:20pm.