

Lakeville Park Commission
Meeting Minutes
Remote Location
Monday, March 16, 2020@ 6:30pm

Members Present: Mike Nolan, Joe Coscia, Scott Holmes, Jesse Medford

Other Attendees: Neli Woodburn (Clerk)

Chairman Holmes opened the meeting at 6:33pm. No one was recording the meeting.

Chairman Holmes decided to begin the meeting out of order from the agenda to handle the most important items first.

OLD BUSINESS

TWC UPDATES:

(Maintenance Employee openings) The current employee openings were reviewed. First position discussed was the Park Department Supervisor. This position was recently made vacant due to the employee retiring, and the position description has remained the same. There were no further questions on the draft presented. The Superintendent of Streets was also in agreement of the position description. Commissioner Nolan provided a review of the meeting which took place with the Building Commissioner, Selectman LaCamera, the Superintendent of Streets, and the Town Administrator in regards to this open position and the responsibilities of the Highway Department at the Parks. The Highway Department will take over maintenance and repair at the parks in Lakeville. Commissioner Nolan will also provide documents to the Superintendent of Streets detailing opening/closing procedures of the system. Chairman Holmes inquired where the funding for the position would come from; Commissioner Nolan responded the Highway Department will be funding the position since the employee will be under their supervision. There are two additional positions open for the Park Commission; one would be a laborer (seasonal), and the other would be park maintenance to replace the recently lost employee. A description for the laborer position was not received yet. Chairman Holmes further clarified the positions and how the budget was adjusted for the laborer and maintenance positions. He also reviewed the past funding of the part time positions at the park which had a reduction in hours over the winter season. One of the positions available would be required to work the weekend.

Motion by Joe Coscia: Approve the Park Department Supervisor position as is. Seconded by Jesse Medford

Voted: Unanimous in favor – Motion Passed

SEM/LPL UPDATES:

(General updates) Chairman Holmes noted due to the current circumstances, the policy around cancellation and refunds for the Loon Pond Lodge (LPL) should be more relaxed. Events have to cancel due to the State's regulations, not personal reasons.

Motion by Mike Nolan: Provide refunds to cancelled events even if outside the contracted timeframe. Seconded by Joe Coscia

Voted: Unanimous in favor – Motion Passed

Commissioner Nolan further added all the events thus far have rescheduled rather than cancel. Southeast Event Management (SEM) is still reaching out to events scheduled further out.

TWC UPDATES (CONT.)/ SPORTS UPDATE:

Commissioner Nolan remotely attended a meeting with Town Hall and provided an update on how the shutdown is being handled at the LPL and the fields. He recommended signs for the fields stating the number of people allowed at one time and received approval from the Lakeville Police Chief to state "police take notice". Most Leagues/Teams have proactively postponed their season until around mid-April. It was suggested to contact all the teams/groups with the current field closures. The Commission Clerk will send out correspondence. It will be noted in the communication Teams/Groups are not allowed back on the fields until permission is provided from the Park Commission.

Motion by Scott Holmes: Inform all organized groups play is suspended due to the State mandate until April 7th and they will be informed if the closure will be lifted on that date or extended.

Seconded by Mike Nolan

Voted: Unanimous in favor – Motion Passed

Currently, the Town election at the LPL is not postponed.

The soccer fields have been used recently by a group not approved by the Park Commission. The FLSC was contacted and they did not provide permission to any of their teams for practice at this time. It was heard the group is organized by a parent and using the fields without permission. Commissioner Nolan will try to find a contact for the group and speak with them. Chairman Holmes noted the group is playing on the same field repeatedly and this will cause damage to the field which was just recently repaired.

Lakeville MMA is also shut down at this time.

Commissioner Coscia will reach out to teams/groups at John Paun Park (JPP) as well to ensure the information is relayed properly. These teams/groups will be included in the communication from the Clerk.

POLAR PLUNGE AT CPP:

Commissioner Medford inquired on the scheduled Polar Plunge at Clear Pond Park. The Commission Clerk did not receive communication from the group organizing the event, however LakeCam viewed the event was postponed on their website. The Commission Clerk then cancelled the event on the Park Commission's Facebook page and on the website.

ANY OTHER OLD BUSINESS:

Commissioner Nolan received the proposal from MV Electric for repairs to the tennis court parking lot lights. The cost is ranging from \$4,000 to \$10,000. He also received the invoice from South East Fence for the dumpster rented for the Lakeville Haunted House area clean up totaling \$1,315. The bill for the work completed by MV Electrical at the LPL was received but placed aside for further discussion. There were questions on the work completed. Chairman Holmes recommended inviting the Building Commissioner to any discussion of the work done. The cost of the labor for the work was thought to be high (\$1020).

Review and Approve Bills – Bills were provided at this time for review and approval signatures.

Review and Approves Meeting Minutes – There were no minutes to review.

TWC (*Lakeville Haunted House*):

Commissioner Nolan received a proposal for the Haunted House area from an interested party who previously attended a meeting. He asked the other Commissioners to review the proposal for further thoughts and questions. Town Council must be brought in to move forward with the contents of the LHH building. Commissioner Nolan is working on this but noted the outdoor clean-up is not yet completed.

The retiring Park Maintenance employee is working on finishing some small projects before leaving at the end of the month.

(*Town Administrator memo about voting space*) The memo received pertaining to early voting at LPL was reviewed. Commissioner Nolan spoke to the Town Administrator about the requested 11 days and emphasized the resulting loss of income. The Commission Clerk further added historically (*from 2016 to present*) October at the LPL is fully booked. The Clerk also provided this information to Selectman Fabian and confirmed there was an event already scheduled for the weekend of early voting.

Door codes for the LPL were reviewed. It was recommended to delete all old codes and only provide codes to those needing access to the building during the shutdown. Alarm codes will be handled at the next in person meeting.

Commissioner Coscia inquired on sports scheduling since Commissioner Bradley, who was in charge of it, will be ending his term at the April election. Chairman Holmes confirmed Commissioner Bradley has stated he would still be available for questions even after his term ends.

NEW BUSINESS

CORRESPONDENCE:

No other correspondence was received besides the mentioned early voting memo. Alternate locations for early voting were reviewed. The memo was responded to and waiting for further communication.

ANY NEW BUSINESS FOR THE COMMISSION:

Commissioner Coscia inquired on what business can be conducted via email during the shutdown. Chairman Holmes provided an overview of open meeting laws.

ITEMS FROM THE CLERK

The Commission Clerk received the Seasonal Application Status. All positions were approved except for the Clear Pond Park maintenance position. The Clerk will reach out for further details since this position has been approved for seasonal status in the past.

Next meetings scheduled for Monday, April 13, 2020 @ 6:30pm at the Loon Pond Lodge at Ted Williams Camp.

Motion by Jesse Medford: Adjourn the meeting. Seconded by Joe Coscia

Voted: Unanimous in favor – Motion Passed

*****Meeting adjourned at 7:40pm*****