

Town of Lakeville
LAKEVILLE PARKS COMMISSION
Meeting Minutes
Monday, April 29, 2019

On April 29, 2019 the Lakeville Parks Commission held a meeting at 7:00 PM at Loon Pond Lodge. The meeting was called to order by Chairman Holmes at 7:03 PM. Members Present: Scott Holmes, Jesse Medford, Joseph Coscia, Justin Bradley, and Michael Nolan (arrived at 7:14 PM). Also present: Lorraine Carboni, Town Coordinator. LakeCAM was video recording the meeting.

Review and Approve Bills

The Commission reviewed the bills and Chairman Holmes asked the new members not to hesitate to ask questions while reviewing the bills.

Approval of Minutes

Approval of the March 28, 2019 will have to wait until Mr. Nolan arrives to the meeting as there are only two members present who attended that meeting.

New Business

The Commission and audience did not have any new business

Old Business

LOON POND LODGE (LPL) UPDATES

Carpet Cleaning

- The Commission received two estimates. Mr. Holmes indicated there was no time frame and the Commission can make a decision when they are ready. The Commission is happy with the current company, Clean Right Cleaning Solutions.

Upon a motion made by Mr. Bradley and seconded by Mr. Medford, the Board

VOTED: To accept the contract from Clean Right Cleaning Solutions.
Unanimous in favor.

The Commission would like to send a letter to Bay State Carpet and Upholstery Cleaning to say thank you for their past service. The Commission will also inform Southeast Event Management (SEM) of their decision to accept the contract with Clean Right Cleaning Solutions.

General Updates

- Chairman Holmes picked up a toolkit for the lodge, roughly \$42.
- Basic cable has now been installed at Loon Pond Lodge. The Commission would like to explore what the cost would be for upgraded cable packages.
- Chairman Holmes spoke with the staff at SEM to see what their needs were.
 - ❖ Chairman Holmes will pick up a first aid kit for the lodge.
 - ❖ Designate a smoking area away from the building and post signs.

TED WILLIAMS CAMP (TWC) UPDATES

Maintenance Position Application

- Position has been posted.
- Two applications have come in so far. Will discuss further at the next meeting.

General Updates

- The Commission discussed the water leak and a plumber has been contacted. Mr. Nolan indicated the source of the leak has been identified. Chairman Holmes provided the background on the subject to the new Commission Members.
- The Bunker Rake has been ordered.
- The Gamache Playground looks great. Linda and Bob have been working on it. Chairman Holmes has contacted Tim Dellarocco regarding a permanent sign for the playground. Chairman Holmes will continue to provide updates to the Commission.

SPORTS SEASON

General Updates

- Mr. Bradley has emailed Sport Season contacts, and will continue to reach out to them.
- A Master Schedule will be needed. Chairman Holmes mentioned the Yahoo Calendar the Parks Commission has used in the past.
- Mr. Bradley will continue to use the white board calendar in the office for now.
- The Commission had further discussion on various sporting schedules and field usage.
- Mr. Bradley will contact the Soccer Director to discuss protocols for a weather related cancellation.

JOHN PAUN PARK (JPP)

General Updates

- Mr. Coscia updated the Commission on the parking at JPP. Currently folks are parking on the stone dust. Will come up with a way to let folks know they can park on the grass near the parking lot.
- Mr. Nolan notified the Commission the softball fields were mowed by the Highway Department and there is a weekly maintenance schedule set up.
- The new bathrooms will be shipped on May 20, 2019.
- Mr. Coscia will get estimates for a John Paun Park sign.
- The Commission discussed additional signs for the park.

CLEAR POND PARK (CPP)

Review of Clear Pond positions

- The Commission reviewed the job descriptions.
- Should add language for time off requests.
- Chairman Holmes will have the Clear Pond Park Direct review the job descriptions.
- Job descriptions will be posted after next meeting. Mr. Medford suggested the Commission post the open positions on LakeCam.

ROUTE 18 FIELDS

General Updates

- The electrical install is still in progress.

Upon a motion made by Mr. Bradley and seconded by Mr. Coscia, the Board

VOTED: To allow Mr. Nolan to spearhead the purchase of electrical equipment not to exceed \$2,000.00 to finish the electrical work.
Unanimous in favor.

- Bid specs for the field were reviewed by the Building Commissioner and have been submitted to Rita and Tracie in the Board of Selectmen's office.

Unfinished Business

- The Commission discussed defibrillators. The Commission has four machines and there should be one placed at each location; Loon Pond Lodge (1), Ted Williams Camp (1), Clear Pond Park (1), John Paun Park (1). The Commission will purchase the needed parts and batteries for the defibrillators.
- The Building Commission will help with the placement of the Handicap Signs.
- Chairman Holmes is speaking with an electrician regarding light timers and the cost to have hand dryers installed at Clear Pond Park.
 - ❖ It will cost roughly \$1,000.00 to have hand dryers installed at Clear Pond Park.
 - ❖ It will cost roughly \$1,500.00 to have hand dryers installed at the small outdoor bathrooms at Ted Williams Camp.
 - ❖ The Commission decided this would be a future project.

Notes from the Clerk

- Review the Southeast Event Management Contract and be prepared to discuss at the next meeting. Chairman Holmes will make sure the Commission receives a copy of the contract to review
- Chairman Holmes explained what Nicole's role is with SEM.

Approval of Minutes

Upon a motion made by Mr. Bradley and seconded by Mr. Nolan, the Board

VOTED: To approve the Meeting Minutes from March 28, 2019.
Holmes-Aye, Nolan-Aye, Bradley-Aye, Coscia-Abstain, Medford-Abstain.

Next Meeting

The next Park Commission Meeting is scheduled for Monday, May 13, 2019 at 6:30 PM at the Loon Pond Lodge.

Adjournment

Upon a motion made by Mr. Nolan and seconded by Mr. Bradley, the Board

VOTED: To adjourn the meeting at 8:39 PM.
Unanimous in favor.

Town Meeting is scheduled for Monday, June 3, 2019

Minutes respectfully submitted by Lorraine Carboni, Town Coordinator