

Lakeville Park Commission  
Meeting Minutes  
Loon Pond Lodge  
Monday, June 24, 2019@ 7:00pm

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Members Present: Mike Nolan, Jesse Medford, Joe Coscia, Justin Bradley,  
Other Attendees: Robert Barboza (Middleboro Gazette), Neli Woodburn (Clerk), Lia Fabian (Selectman)

Vice Chairman Bradley opened the meeting at 7:03pm  
Vice Chairman Bradley inquired if anyone was recording the meeting; No one was recording.

*Review and Approve Bills* – Bills were provided for review and approval. Commissioner Nolan had questions in regards to the portable restroom bills provided. The dates in question were reviewed and one bill was from the additional restroom for the recent weekend tournament.

*Review and Approve Meeting Minutes* – No minutes were available for review

**OLD BUSINESS**

**SPORTS SEASON:**

*(General updates)* Vice Chairman Bradley began by speaking in regards to the current sports season. He still needs to meet with the Pickelball group to do a 'walk through' of the court area and speak about any changes for the season. He expected to be able to complete this during the current week. The payment and contract was received. A review of the payment for this year and a comparison of last year were provided. Additionally, Vice Chairman Bradley needs to reach out to the Football group to review use of the fields and the Horseshoe group about the tournament dates provided. Commissioner Nolan inquired about the needed discussion with the Football group. He specified the increase in repairs needed to the areas they use which is paid by the Commission. The Thunderbirds Volleyball group reached out to request use of the volleyball area for a shortened season. The group did not have enough sign ups to begin the season this year, but now has enough to play. They are requesting the usually times and are asking to discount the price since it would not be for a full season. The representative from the group is unable to attend a Monday meeting due to other commitments on Mondays; Vice Chairman Bradley offered to reach out to him to discuss the short season request. The Thunderbirds were requesting to being on June 25<sup>th</sup>. Commissioner Nolan believed the details provided by the clerk were sufficient enough to make decision for the group.

Motion by Mike Nolan: Accept the Thunderbirds request for a 6 week season at half the cost. Seconded by Jesse Medford

**Voted:** Unanimous in favor – Motion Passed

Commissioner Nolan further stated the group has utilized the area in the past with no conflicts or issues. Vice Chairman Bradley will reach out to inform the Thunderbirds about the decision. The clerk verified the contract and insurance was already provided.

## JPP

*(General updates)* Commissioner Coscia informed everyone there was a break-in at the concession stand at JPP over the weekend. Police were contacted and a report filed, however nothing seemed to have been taken or damaged. Also, a lockbox was damaged with keys moved. Commissioner Coscia did not feel this was in connection to the break-in, but took measures to secure the keys on site. Commissioner Nolan stated Chairman Holmes is in the process of updating locks around the parks as well. There was a tournament over the weekend at JPP with 16-18 teams in attendance as well as spectators. Commissioner Coscia preemptively lined the parking lot to assist with the expected crowd. He took a moment to appreciate the team hosting the tournament for the amount of work they did at JPP to prepare. The team also donated unused items from the field and from the Concession Stand to the Commission and the other teams at JPP. Commissioner Nolan noted Commissioner Coscia was involved with the tournament and hosting team from the beginning which was different from last year. He also noted how smoothly a large event such as the tournament can happen when communication is active between the team and the Commission. The only issue which occurred was a key broke in a lock on site. Commissioner Coscia took the needed steps to replace it and inform the team whose lock it was.

*(Bathroom updates)* He also noted the new bathrooms were locked on Thursday; however when he checked them again on Sunday two doors were unlocked. A review of who currently has keys was provided and possible reasons for the doors to be unlocked were presented including the Building Commissioner entering to complete any needed items. The locks did not look damaged so it was likely an authorized person in the unit. Commissioner Coscia stated this occurred over the weekend sometime. Commissioner Nolan provided an updated on the status of the new bathroom units. Electricity is needed to be run to the unit. The Highway department will assist with digging the needed trench so then the electrician can build a conduit for it. This is the last project needed for the bathroom; once electricity is completed the bathroom is ready for use. Blooperball is still finishing up their season; however the annual tournament for the Peter Looney foundation is being requested at this time for the 10<sup>th</sup> and 11<sup>th</sup> of August. Commissioner Coscia did not see a scheduling conflict for this and will be reaching out to the group to confirm. Vice Chairman Bradley inquired if the portable restrooms are available for the tournament and if removal should be scheduled in anticipation of the bathroom unit completion. Commissioner Coscia confirmed the portable restrooms were available for the remaining needs of the season including this tournament. Since the portable restrooms do not need advance notice for removal, a scheduled date is not needed.

Commissioner Coscia further discussed parking during the recent tournament which did flow out into the street. He attempted to place cones up to stop visitors from parking on neighbor's lawns and noted some residents placed their own items to block parking. He suggested placing a notice in the resident's mailboxes to advise them in about a week in advance next year. He believed the parking situation was better than last year; however felt more could be improved for next year. Picnic tables were borrowed from Clear Pond Park which provided areas for teams to set up for the day.

## CPP

*(General updates)* Commissioner Medford spoke in regards to CPP. Opening day was Saturday and the Director reported a smooth opening. Due to the recent rain, the parking lot at CPP is very muddy making parking difficult. Commissioner Nolan spoke with the Highway Department in regards to the parking lot, and they will try to help once the rain stops. The clerk additionally noted the Highway Department did visit today and would return with more material to full the area. The Director is utilizing the cell phone for Clear Pond at this time; however, the land line is not working. The Town Administrator is currently working to have this issue fixed. Commissioner Medford was able to contact the county mosquito spraying to schedule service. It was noted the company sprayed the parking lot area in the past as well and may need access. At this time, there is still one more lifeguard position open and the posting is still up. Commissioner Medford noted the sign at CPP listed old pricing. The clerk confirmed the most updated pricing is posted up at the entrance table area. It was suggested to paint over the old pricing on this sign.

## **SEM/LPL UPDATES:**

*(Payments review)* The clerk provided a payment overview for the month of April and confirmed the discrepancy noted at the previous meeting was due to an event payment which occurred in March was funded in the check from April. Southeast Event Management was informed the deposit for June would be required at the end of the month due to the end of the fiscal year. This will only allow for the 1<sup>st</sup> half of June to be paid. Commissioner Nolan reviewed the newest event bike event which occurred in April and the amounts associated with it. The event was very successful.

*(General Updates)* Commissioner Nolan did not have additional updates. No issues were reported for the Lodge. He reached out to SEM and asked if anything was needed, but they were fine.

## **TWC UPDATES:**

*(General updates)* The new Bunker rake was delivered and the old one moved to JPP. Some issues have come up with the current equipment, but the maintenance staff has been able to repair the items as they have come up. The current tractor is having a starting issue, but it is manageable until it can be fixed. The new maintenance employee is now on staff and he has been working closely with the current employee to learn all the normal jobs around Ted Williams Camp. The invoice for the bunker rake was available and presented for approval signatures. The invoices for the bathroom are still awaiting signatures, however Commissioner Nolan stated to wait on it until the bathroom can be tested. The funds may need to be encumbered since the timeframe could pass the deadline for invoices. The maintenance staff is trying to keep up with the field maintenance in between the rainfall.

## **NEW BUSINESS**

**ANY NEW BUSINESS FOR THE COMMISSION** – There were no new business items

## **CORRESPONDENCE**

**ITEMS FROM CLERK** – The clerk confirmed with Commissioner Coscia, no dumpster is needed at JPP at this time. The company who handles this service each year reached

out to schedule. The clerk will inform them none is needed. Maintenance staff is currently visiting JPP to handle upkeep during the season. The clerk asked if any Commissioner heard from the representative from BeFit Performance, who was approved to use a small field space for training at a specified rate. No paperwork or payment was received yet. Vice Chairman Bradley will reach out to him since the area is currently being used.

The clerk reviewed the end of fiscal year processing and asked for any bills or work completed at the end of June to be communicated to her. These bills will need to be encumbered if not paid by the deadline for the fiscal year. Deadline for deposits was reviewed earlier in the meeting.

### **OLD BUSINESS (CONTINUED)**

#### **RT. 18 FIELDS**

*(General updates)* Selectman Lia Fabian attended the meeting and introduced herself to the Commission. She was appointed as the liaison of the Board of Selectmen to the Park Commission. She thanked the Commission for their work and time since this is a volunteer position. She went on to explain her 'hands off' approach to being the liaison of the Commission and stated she was not able to help get a bid passed with the Selectmen due to lack of information on the bid itself. Her attendance to this meeting is to gather more information on this bid and to introduce herself should anything be needed. She will provide her cell phone number to the clerk to share with the whole Commission. She went on to explain the situation where the bid was not passed and hopes to gain the information needed to have it passed at the next meeting. Commissioner Nolan put together a small packet of information on the bid including a copy of the bid itself. The information in the packet was reviewed. Commissioner Nolan also provided a full map of the area and reviewed what is happening in the area via the map. He also provided a small history of the original plans for the fields as well as the reason for the delay in completion which was a lack of funding. The two fields are already in place, and there is a bid for each field. The bids are identical except for the irrigation; once the controls are set on one field they are not needed for the other. Only a hook up to the controls would be needed which changes the cost/work needed for that field. The recent work completed to add electricity to the area was reviewed. There will be a well drilled and an estimate for this work was provided. Vice Chairman Bradley added the reason for the well was to not draw more water from the pond. While this year the level is high, the Commission has dealt with low water levels and restrictions on the use of water on the fields. The plan is to have the fields seeded for the last week of August or the first week of September. The fields will be multi-use, but primarily the fields will be for games instead of practices. Parking areas are set in the plans. After completing the two main fields and parking, there is possible space to add a smaller practice field. Since a large amount of work is already completed on the fields the price to finish the work should be lowered. The price to complete the project will be funded by the Park Commission, and funds were transferred from the Park Commission's retained earnings at Town Meeting for this purpose. Furthermore, the walking paths near the fields would be cleaned up as part of this project. Selectman Fabian also mentioned having conversations with Chairman Holmes in regards to doggie bags to help keep the walking trails clean. The delay with the bid not being approved at the last Selectmen's meeting should not postpone the project at this point.

Commissioner Nolan emphasized the need to get the second bid out as quickly as possible. The first field bid has been out since the 1<sup>st</sup>. Selectman Fabian will speak with the Administrative Assistant who handles all the bids to try to expedite the process for the second one as much as possible. Commissioner Nolan and Vice Chairman Bradley offered to attend the next Board of Selectmen meeting to provide further explanation around the plans and bids for the fields. Selectman Fabian will reach out to both with the date/time of the meeting if needed.

The clerk continued with some updates. The Pickelball group did provide their insurance for this season. The amount paid in 2018 was provided as well. A memo from Chairman Holmes was provided for review which listed individuals who work for/with the Park Commission and would receive a complimentary pass to Clear Pond Park for the season. The list was the same as last year with one addition of a SEM employee. Commissioner Nolan expressed concern around a complimentary pass to individuals not direct employees of the Park Commission such as SEM.

Motion by Jesse Medford: Approve complimentary passes to Clear Pond Park to the individuals on the list created by Chairman Holmes. Seconded by Joe Coscia

Commissioner Nolan expressed his disagreement with so many passes to individuals not employed by the Commission.

**Voted: Bradley, Coscia, and Medford – aye; Nolan-nay:  
motion approved**

Next meeting scheduled previously scheduled for Monday, July 08, 2019 @ 7:00pm at the Loon Pond Lodge at Ted Williams Camp.

Commissioner Coscia asked for clarification on the insurance verbiage needed for one of the team's using JPP and requested a contract for them.

Motion by Mike Nolan: Adjourn the meeting. Seconded by Joe Coscia

**Voted:** Unanimous in favor – Motion Passed

\*\*\*\*\*Meeting adjourned at 8:08pm\*\*\*\*\*