

Lakeville Park Commission
Meeting Minutes
Loon Pond Lodge
Monday, July 08, 2019@ 7:00pm

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

Other Attendees: Mark Walter (TriFest), Tim Long (TriFest), Neli Woodburn (Clerk),

Chairman Holmes opened the meeting at 7:00pm

Chairman Holmes inquired if anyone was recording the meeting; No one was recording.

7:00pm – Tim Long (AJFC): No one was in attendance at the start of the meeting. Chairman Holmes moved to the next item.

7:15pm – Mark Walter (TriFest): Mr. Walter is the race director for the Cranberry TriFest which occurs annually at Ted Williams Camp (TWC). He attended the meeting to begin discussions for this year's event. There were no changes to note, the TriFest will occur as it has in the past. The group will begin set up on Thursday with races on Saturday and Sunday. Races will start at about 7:30am on both days, and Mr. Walters estimated the race to be completed (including clean up) by 3pm on Sunday. He also noted he has seen an increase in participation this year. The group rents the Loon Pond Lodge (LPL) and the outdoor areas of TWC. It was noted the tent is not usable this year due to damage. Commissioner Nolan recommended reaching out to the tent company Mr. Walters utilizes for his race in Freetown. Outside rental of a tent is approved since the TWC tent is not available. Mr. Walter inquired if the ice machine is working at this time. Chairman Holmes stated the ice machine has been removed from the building due to not working. Mr. Walter has been in contact with Southeast Event Management (SEM) for the rental and has inquired about having a food truck being available for the event. It was confirmed SEM would handle this type of caterer as well as all the beverages for the day. Mr. Walter is aware of road work which is scheduled to occur on Precinct St. He has been in contact with the Highway Department and the Town Administrator in regards to the timing of the work which could affect the race. Chairman Holmes noted it is the state who is scheduling the work since it is for the railway expansion. He asked if Mr. Walter can plan an alternate route for the race if the road work conflicts. It is unknown when the road work will actually be completed and the Town is not able to postpone it. Mr. Walter agreed a contingency plan will be needed. Mr. Walter did receive the needed permit from the State. He will be working with the Lakeville Police as well. Chairman Holmes emphasized if the Commission hears any more information in regards to the impending road work, it will be shared. Mr. Walter discussed an issue with race dates for 2020. He requested dates in September for 2020; however rentals have already been booked. The only weekend remaining was Labor Day weekend. Mr. Walter did not fully understand the reason he could not have the same weekend he has had for the past few years. Chairman Holmes explained the current contract with SEM to handle all rentals at the LPL and TWC. A wedding can be booked two years out, and this may be the case in this situation. The Commission Clerk confirmed every weekend in September is booked with a wedding utilizing the whole building. Due to this situation, Mr. Walter has provided SEM with the next 4 years of race dates. He

foresees an issue with a race on the holiday weekend. He requested to confirm all weekends in August are booked, and if there is a possibility to still hold the race with a wedding event at the Lodge. Mr. Walter explained how he utilizes the building for the race and what he could give up if needed. Commissioner Bradley suggested a meeting with SEM to review these options. The Commission Clerk confirmed the events booked are for the full day. Mr. Walter stated the race can completely be run outside if needed and the building would not be used. Chairman Holmes offered the use of the TWC office as well. A tent can be rented as the space they usually use the building for. Commissioner Nolan requested to reach out to SEM to further discuss the situation. Mr. Walter would like to have the second to last weekend of August or the last weekend of August in 2020 for the race. Chairman Holmes felt an evening wedding would allow for the TriFest to be completed in the morning without interference. Mr. Walter did tentatively book Labor Day weekend in 2020 for the race. The Commission would like to make all events work and will further speak with SEM to review options. Mr. Walter thanked the Commission and left the meeting at this time.

Tim Long (AJFC): Chairman Holmes returned to this agenda item since Mr. Long was now in attendance. Commissioner Bradley began the conversation. He recently spoke with another representative from the group earlier and explained the new discussion around fee for the teams. Commissioner Nolan noted how football practice damages the fields which cause the Park Commission to pay for repair yearly. This past year the field needed to be reseeded and fertilize the area; at a cost of approximately \$2,500. The cost of needed repair is not covered by the fees the group pays for the season. The AJFC does wish to continue using the field and Mr. Long was surprised of the damage since they are not using the fields as much. The group now has a field in Freetown which they are using. Mr. Long did acknowledge the fields are beat up by use from the group.

Mr. Walter returned to the meeting and inquired if there was any other event happening this year which would impede parking for the TriFest. The Commissioner Clerk confirmed there was nothing on the calendar for the weekend; however soccer information is not included. Commissioner Bradley will communicate with the other groups to inform them when TriFest is occurring at TWC.

Commissioner Nolan returned the discussion to Mr. Long and explained the group did pay an additional fee per game in the past. The group has not been playing games at TWC recently. The 2019 schedule was reviewed and it was noted the group does practice multiple evenings per week in August. Commissioner Bradley inquired if the group could move around the fields to help minimize damage to one area. Chairman Holmes stated this was requested in the past. Mr. Long confirmed there are three groups practicing and is open to suggestions. The use of the lights is mainly middle of September and on. Chairman Holmes reviewed the original agreement with the AJFC (prior to this Commission) was to pay the per player fee and donate seed as well as cost of top dressing for the field. Commissioner Nolan was a part of the Commission when this agreement was in place and he noted the group did complete this. This would allow for the field to be reseeded in the fall and be prepared for the spring. Commissioner Nolan stated there are other areas at TWC which will provide enough room for each group to spread out. Chairman Holmes noted the Park Commission is not funded by resident taxes and the fees are truly to try to offset the cost of the fields.

The AJFC will begin their season at the beginning of August. Commissioner Bradley offered to meet Mr. Long before the start of the season to walk the fields for possible locations to move the groups around. Commissioner Bradley will reach out to Mr. Long to schedule this time. The different fields were reviewed and discussed. Mr. Long left the meeting at this time.

Review and Approve Bills – Bills were provided for review and approval. Chairman Holmes inquired if the Clerk was keeping track of the electric bills which will be invoiced to the teams/groups using them; the Commission Clerk is compiling them for invoicing. The bill for rubbish removal was questioned due to the higher amount. It was confirmed the frequency has increased to weekly.

Review and Approve Meeting Minutes – Minutes from the 6/24/19 meeting were provided. An edit to verbiage was provided and updated.

Motion by Justin Bradley: Approve the meeting minutes from 6/24/19 with the mentioned edits. Seconded by Mike Nolan

Voted: Unanimous in favor – Motion Passed

OLD BUSINESS

CPP

(General updates) Commissioner Medford began the discussion about Clear Pond Park (CPP). Mosquito spraying was completed on June 27th. The parking lot has dried out at this time, but is now like cement due to the mud. The Highway Department will be delivering gravel/stone for the parking area, but were waiting for it to dry completely. Commissioner Nolan noted the price for the stone would be around \$600. Commissioner Bradley asked if the stone is delivered now will it hinder this issue from reoccurring next season. Chairman Holmes stated the parking area has never had this issue before and there has been more rain in the past. Commissioner Nolan agreed and added when the pond overflowed one year the parking was not flooded as it has been this year. The reason for the current issue was unknown. Commissioner Nolan believes the stone would have to wait until the fall when the pond is closed. Commissioner Medford noted the last rainfall caused a pooling of water at the parking lot. Chairman Holmes reviewed the expenses from CPP this year including the repairs to the raft and diving platform. CPP has been a loss for the Park Commission historically; however, it is getting closer to breaking even. This additional cost for the parking lot is funded by the Park Commission and not by revenue from CPP; so, the Commission would have to decide how to proceed. Commissioner Medford did not believe it was an immediate issue to have repaired. Commissioner Nolan spoke with the CPP Director about the 4th of July weekend, and it was very busy. It was noted visitors were parking in the industrial lot since regular parking was full. Neighbors posted 'No Parking' signs along the road as well. The stone addition can wait until the fall. The Commission Clerk reviewed the Director's request for sand which was presented at a past meeting. Chairman Holmes stated in the past a company would deliver sand and hold a function in lieu of payment. He further noted the water would need to recede more before any sand can be added. A sand delivery occurs every 2 to 3 years. The current price for sand would need to be researched. The CPP close date was confirmed as August 25th. The Director wanted to confirm the date due to receiving

an event request for that day. The event would need to be informed the dock is historically taken in for the season before the last day. A CPP commercial was created and posted to social media by the CPP Director. This was done with a sports group who was visiting and known by the Director. The commercial was completed as a donation to the pond.

SEM/LPL UPDATES:

(General Updates) Commissioner Nolan thanked Chairman Holmes for his recent plumbing repairs at the Loon Pond Lodge (LPL). Faucets were not working in the bathrooms; 2 in the Ladies Room and 1 in the Men's Room. Chairman Holmes printed out and filed the instructions for these units. He also created a maintenance schedule for the faucets, toilets, and urinals.

There was a recent communication issue with SEM about an event at the Lodge over the weekend. The grass was not mowed for a Friday event, and SEM did not contact a Commissioner with this issue. Commissioner Nolan would like to provide SEM with a prioritized list of contacts for issues needing assistance. This will help avoid future situations and will alleviate not knowing who to contact. Chair set-up for events also needs to be discussed to designate who is responsible for this. Last summer seasonal staff at TWC was able to assist with outdoor event set-up; however this is not available this year. Chairman Holmes added the chairs must be stored inside the building not left outside overnight.

TWC UPDATES:

(General updates) Commissioner Nolan was able to contact Plymouth County Mosquito Control and spraying is scheduled at Ted Williams Camp (TWC) for 2am the next day. Chairman Holmes felt the company may spray more often for the municipality than it does for residents, which is once a month.

The Town mechanic was able to repair the Massey Ferguson tractor and it was returned today. An invoice will arrive for the replaced starter and alternator.

Commissioner Nolan was driving through TWC recently and witnessed a motorized fishing boat being towed from the water. He questioned if there was any regulation for the boats on that pond. Specific regulations for boats were not known. Usually only non-motorized or electric boats are seen on the pond. Chairman Holmes will research further.

Chairman Holmes noted the bathrooms closest to the soccer fields were left open over the weekend. These bathrooms are scheduled to be closed overnight. Chairman Holmes contacted the individuals usually responsible for opening/closing the bathroom and expressed the need for better communication to avoid this issue. Additionally, one of the light timers was not working properly. The Building Commissioner was made aware and keys will be provided for repairs. Commissioner Nolan inquired on the septic system at the Lodge. The Building Commissioner intended to put this maintenance on the Town schedule. Commissioner Nolan would like to confirm this maintenance has occurred or is scheduled to occur soon. Chairman Holmes added the grease traps should be maintained at the same time.

SPORTS SEASON: (General updates) Commissioner Bradley purchased a laminator and provided a laminated copy of the July sports schedule. This can be used by the

maintenance staff to properly schedule work needed on the fields for the teams. Non-field areas like the tennis courts will have a schedule as well. He completed a walk-thru with the Pickleball group recently. The group would like to build a permanent structure which would cost approximately \$500 not including new nets. The current 'multi-use' set up at the courts is confusing. Commissioner Bradley suggested removing one tennis court which would allow for three Pickleball courts in the space if turned sideways. One court will be multi-use and the last court would be tennis only. Chairman Holmes stated this was basically what was requested when the group painted; however, all courts were painted with Pickleball lines. Commissioner Bradley believes a permanent Pickleball section in the courts will alleviate the group's use of all the tennis courts and noted the group needs 6 Pickleball courts for their usual practices. Completing this suggested update to the courts would require resurfacing first. Chairman Holmes emphasized the need for one court to be open for tennis especially on Saturdays. The group currently uses all three courts Monday, Wednesday, Friday, and Saturday. Chairman Holmes noted the days/times are more than any other team/group at TWC and suggested only courts 2 & 3 be used for Pickleball. Commissioner Bradley felt all courts for their reserved time was beneficial to the group. The amount of time other groups reserve was discussed. The payment from the Pickleball group was less than expected, however the participation number was unclear. Commissioner Bradley will follow up and provide an update. Commissioner Bradley reached out to the Horseshoe group, but did not hear back from them yet. The other groups/teams were all set for the season.

Motion by Justin Bradley: Allow Pickleball to utilize 2 tennis courts (courts 2&3) on Monday, Wednesday, Friday, Saturday (8:30 – 12) and Wednesday (4 to dusk). Seconded by Mike Nolan

Further discussion was present prior to voting. Commissioner Nolan asked if this would provide the group permission to reconfigure one tennis court as mentioned. Commissioner Bradley confirms this is not a motion for that suggestion, and a separate discussion would be needed before it is approved. A further discussion on this reconfiguration was held. Repainting of the courts was also discussed. Chairman Holmes felt to ensure the painting is done correctly, the Commission should complete it.

Modified Motion after discussion: Allow Pickleball exclusive use of court 3 (with modifications as needed), court 2 will be a multi-use court, and court 1 will be exclusively tennis; Allow Pickleball to utilize 2 tennis courts (courts 2&3) on Monday, Wednesday, Friday, Saturday (8:30 – 12) and Wednesday (4 to dusk). Seconded by Jesse Medford

Voted: Unanimous in favor – Motion Passed

Commissioner Nolan noted the poles and net from court 3 should be stored for later use. Commissioner Bradley added the group will complete the work as needed for the court 3 modification.

JPP

(Bathroom updates) Commissioner Nolan is scheduled to meet with the manufacturer to discuss the unit set up. The power cord needed for the unit was received and was the last part needed to get the unit running. The water and electrical is hooked up to the

unit. The other Commissioners are invited to attend this meeting and receive instructions on how to start up the unit. Commissioner Nolan is also inviting the TWC maintenance employees to be trained on setting up the unit as well. The unit is currently locked with the basic padlocks the Commission has keys for. A review of the locks used throughout the parks was present. Commissioner Coscia inquired on how the bathroom unit will be opened and closed on a scheduled basis. Commissioner Nolan suggested purchasing a lockbox for John Paun Park (JPP) where the key can be stored. A code for the lockbox would be provided to the Commission and main groups who are scheduled at JPP. Supplies for the unit are already at JPP. Chairman Holmes will be purchasing a mop and small trash cans for the unit as well.

(General updates) Payment was received for the upcoming Looney Bloopersball tournament. It was the same amount as last year. The Drifters also submitted payment for their season. The team is using the fields for practices only. Commissioner Coscia replaced the lockbox currently at JPP. There are three lockboxes on site for different areas. The codes have been provided to those who need access. Commissioner Nolan noted someone has already tried to crank the bathroom unit up and will be removing the crank handles to avoid this type of tampering. Chairman Holmes noted a plan for winterization of the unit will be needed; whether it remains at JPP covered or is moved to another location. Moving the unit may be more difficult than originally thought. Commissioner Coscia noted one of the CPP maintenance employees has been working on the JPP area every Friday. The trash is being removed weekly supposedly by a member of the Highway Department. Commissioner Coscia suggested not getting a dumpster at JPP which will have to be monitored and continue with the current process of trash removal. It was heard the Highway Department did not want to continue with trash removal. The seasonal employees can assist with this maintenance but they are only on staff until the end of August. The fall sports schedule has not been received from teams/groups yet.

RT. 18 FIELDS

(General updates) Commissioner Nolan was unable to attend the most recent Board of Selectmen meeting; however, he was able to provide Selectwoman Lia Fabian with the information regarding the fields. She presented this information at the meeting and the first bid for the field was approved by the Board. The second bid was approved to go out with an end date of the 24th. Commissioner Nolan has a walk-thru scheduled for Monday, July 15th. Work on the first field will begin shortly. The electrical box needs a lock on it before a permit for the work will be granted. Commissioner Bradley inquired on the amount the bid was for. The accepted bid was for \$39,300 with the bids ranging from \$39,300 to \$65,000. The company hired for well drilling should be doing the work in the next week or two. The owner of South East Fence Company donated a gate for the entrance of the new fields and completed the installation. Commissioner Nolan thanked Selectwoman Lia Fabian for the assistance with presenting the field information to the Board.

FY19 CLOSE

(Review encumbrances) The Commission Clerk reviewed the estimate for the well drilling will not be needed since the work will be done in July. It cannot be encumbered. Chairman Holmes provided a review of the funds which will be available in the next

fiscal year budget. If needed, additional funds can be requested at Town Meeting. A new estimate for the well would be needed since the original had an expiration date in April. This estimate will be submitted to Accounting to add to the encumbrances. Chairman Holmes reviewed the process for Retained Earnings and the needed certification of the amount. There will be a balance in the FY2020 budget for Capital Improvements which could be utilized to pay this well drilling bill if it is not able to be encumbered. The invoice for the bathroom unit was reviewed. Since the unit will be tested the next day, the Commission signed the bill to pay before the end of the fiscal year. If there are any issues with the unit the bill will not be submitted for processing. The Commission Clerk inquired if there was any other work completed in June which will need to be encumbered. The Old Colony Regional Vocational Technical High School will be sending an invoice for transportation for the work done. Any supplies for the work were directly invoiced from the supplier.

NEW BUSINESS

RIDING AT TWC

Commissioner Medford was in an online discussion in regards to horseback riding in Lakeville. It was asked if horseback riding is allowed at TWC. Commissioner Medford has witnessed someone riding at TWC recently and was unsure of the policy. Commissioner Coscia noted seeing evidence of horses on the nature trails at TWC as well. Chairman Holmes stated if riding is being done at TWC, the same rules would have to apply in regards to cleaning up. Riders would also need to be aware of the large amount of people and dogs at TWC. Until an issue arises, it was not felt a regulation on riding needed to be placed. Commissioner Medford also noted riding should not be allowed on the fields. The trail is not long and it may be more of a hassle for a rider than other areas.

ANY NEW BUSINESS FOR THE COMMISSION

Commissioner Nolan inquired about the Lakeville Haunted House (LHH). Recently, a resident spoke with the Town Administrator asking if the LHH would be opening this year. The Town Administrator did not have an answer and referred the resident to the Commission Clerk. The Clerk reached out to the resident and explained the Commission does not have a confirmation of this season. The last communication with the LHH was with the old Board who was retiring and looking to pass on the management of the group to a new set of people. This was at the end of 2018 and no other communication has been received since. The Clerk offered to reach out to the old Board of the LHH for any information. Chairman Holmes also requested to ask for the keys to the storage building.

Commissioner Nolan inquired if there was any update on setting up cable TV at the LPL. Further information is pending from the company. Details on what channels are included in the packages are needed before discussing it further.

CORRESPONDENCE

ITEMS FROM CLERK

The Clerk noted the returning Basketball tournament is currently speaking with SEM to confirm a date in September. The group is trying to book for a Saturday. Once a date is confirmed, a representative will attend a meeting to update the Commission.

Chairman Holmes received communication from an individual playing tennis on a Saturday; they were informed they had to stop playing due to a wedding rental at the LPL. In the past, Pickleball play has been asked to pause for an outdoor ceremony but resumed playing after approximately 15 minutes. Chairman Holmes stated a rental at the Lodge does not stop all play at the courts for the day. It was unclear who told the players this information. SEM will need to be contacted about this situation. Renters will need to be informed the courts are open for play during their rental times. A pause in play for ceremonies is acceptable. Commissioner Nolan will speak with SEM about this correspondence.

Commissioner Coscia asked for an update on signage. The Building Commissioner is gathering the needed signs and still waiting on the handicap parking ones. The received signs will be going up around the parking lots. The smoking area signs will be going up as well. No parking signs will be added along the fence of the soccer area.

Next meeting scheduled for Monday, July 22, 2019 @ 6:30pm at the Loon Pond Lodge at Ted Williams Camp.

Motion by Justin Bradley: Adjourn the meeting. Seconded by Mike Nolan

Voted: Unanimous in favor – Motion Passed

*****Meeting adjourned at 9:22pm*****