

Lakeville Park Commission
Meeting Minutes
Loon Pond Lodge
Monday, August 19, 2019@ 6:30pm

Members Present: Scott Holmes, Mike Nolan, Justin Bradley, Jesse Medford, Joe Coscia
Other Attendees: Marc Tisdelle (FreeLake Youth Softball), James Taylor (FreeLake Youth Softball), Jamie Bissonnette (FreeLake Youth Softball), Neli Woodburn (Clerk)

Chairman Holmes opened the meeting at 6:31pm

Chairman Holmes inquired if anyone was recording the meeting; LakeCam was recording.

Representatives from the FreeLake Youth Softball Association, the newly created softball group, were in attendance. The group provided a letter detailing some recommended work for the fields at John Paun Park (JPP); a copy of the letter was provided to each Commissioner. The items listed were reviewed. They are items on the list the group will be able to handle on their own, and other items will need assistance from the Commission. An irrigation system was noted as one of the requests. The batting cages currently at JPP would need to come down and a more permanent structure created. The group thanked the Commission for some equipment being made available and noted the fields were in good condition. Other items on the list include work around the whole park. Commissioner Coscia stated some of the brush in the area was currently being cleared out. The group would like to focus on work for Field 1 first. They noted games will be on Sundays; double header games (12pm-5pm approximately). Due to EEE concerns, the group is not having practices after 6pm and they intend to shift the time earlier as daylight begins to shorten. The group will probably have most practices on Saturdays. The group thanked the Commission for all the support they have received in building this new softball group. They noted seeing most of the Commissioners at JPP on a weekly if not daily basis. Commissioner Nolan stated the request for material such as stone dust is usually ordered by the Commission, and asked when the group would like to have a delivery. He also suggested the group contact the Superintendent of Streets in regards to how much stone dust should be added to Field 1 to help with drainage. The group inquired about a budget for the field and how much is available within that budget. Chairman Holmes explained there is no budget allotted for any one field. Items are ordered for any of the fields throughout all the parks and come out of one budget. The only fields in a separate budget are the new fields on Route 18. Commissioner Nolan noted the irrigation request could not just be added to the budget, perhaps it could be a part of the capital expenditure plan. Chairman Holmes added the budget will be tighter than usual since the Commission has lost the annual Lakeville Haunted House income. However, a load of stone dust is an expense which can be covered and delivered for the fall. Commissioner Nolan also mentioned perhaps the grass needs more maintenance at JPP. Currently, it is not treated or fertilized on a schedule basis. Field days were an event in the past where the teams/groups would come together to work on the fields. The group would like to ensure the field maintenance is done equally among the parks. Commissioner Coscia inquired if the group thought about renovating the large shed at

the park. The group did consider this, but did not put it on the list of work to complete because it would be a major project. The shed is used for storage at this time with access only given to members of their board and coaches. A new contract for the fall season will need to be submitted along with the schedule. A permanent schedule for the fields can be posted on the shed. The group's website is also up to date with all games and practices. One of the representatives asked if the field schedule is accessible via the Park Commission's website. Chairman Holmes stated this information is not on the website since it is the first year a master schedule has been properly created. Commissioner Bradley noted the Commissioner assigned to JPP is currently making a separate schedule for that park as well. The fees for the fall season were questioned. Chairman Holmes stated the Commission would need to discuss the fee since the group is having a shortened season of six weeks. Commissioner Coscia will work with the group on the list of requested items.

Motion by Mike Nolan: Approve the FreeLake Youth Softball Association to complete any items from the list presented which they can do on their own. Seconded by Joe Coscia
Commissioner Bradley asked the group to communicate any work being done with Commissioner Coscia, who is overseeing JPP.

Voted: Unanimous in favor – Motion Passed

Chairman Holmes asked the group to reach out to the Clerk when they want to attend a meeting. This will allow them to be put on the agenda, and they can be informed if the meeting already has a number of speakers scheduled. Commissioner Coscia did mention this to the group on another occasion when he was reviewing the list with them.

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

Review and Approve Meeting Minutes – Minutes were provided for review. Corrections and edits to the verbiage were provided. A review of possibly adding a capacity limit for Clear Pond Park (CPP) was present. Chairman Holmes noted since the season is so close to ending, this should be discussed for next year. Also, the noted bathing at CPP was reviewed. The CPP Director did witness people bathing at the pond as well as washing clothing. Chairman Holmes stated a sign would have to be posted if this continues to be a problem. Commissioner Bradley mentioned a possible location for the Farmer's Market which was in the meeting minutes, however this location would not have access to the bathroom which the group would like. Chairman Holmes also mentioned use of the area by Field 6 may be an option.

Motion by Justin Bradley: Accept the minutes of 8/5/2019 with the listed corrections. Seconded by Mike Nolan

Voted: Unanimous in favor – Motion Passed

OLD BUSINESS

CPP

(General updates) This is the last week for the CPP season. There is an event scheduled for Saturday, leaving Sunday to close up for the season. Commissioner Bradley would like to continue this discussion at the next meeting after the pond closes. This will allow for a full review of the season. Commissioner Nolan asked for the hand washing station returned to JPP at the close of the season. All AED machines are not distributed to the

parks since supplies have not been ordered yet. There is a machine at CPP for the season. The CPP Director will be invited to the next meeting for a review and to discuss items needing to be updated. Commissioner Nolan asked for a report on the financials of CPP. The Clerk can compile a report for the whole 2019 season at CPP with all revenues and expenses. The season does begin prior to the fiscal year end, so accounting reports do not provide the overall season.

SEM/LPL UPDATES:

(TriFest Update) Commissioner Nolan met with the race director, Mark Walter, and did a walking tour. He listed the items SEM was concerned with if the race occurs on the weekend of an event at the Loon Pond Lodge (LPL). This is for the 2020 race dates which a wedding is currently booked. The wedding is at 3pm on the day TriFest is requesting. The race can set up without use of the building. SEM requested the race not utilize the space behind the building or the parking lots closest to the building. Mr. Walter felt he could not change the use of the water area behind the building since it would change the distance of the race. He requested to still use this area if the markers are easily removable. The timing of the race and when they would be completed was reviewed. The Clerk noted the participants running through the grass may damage the area just before the outdoor wedding. Chairman Holmes stated the water portion of the race is first and should be done by 8am. Damage to the grass area should be minimal to none. Commissioner Bradley suggested the race next weekend would answer this question. The Commission could visit the area after the race to assess any damage to the grass. SEM would have to contact the booked event if the race is allowed to run on the same day. Commissioner Nolan suggested the Commission can come after the race to fix up the area if worst case scenarios occur. Mr. Walter was adamant the Labor Day weekend dates would not work for a successful race. It was noted this race is now the Park's biggest fundraiser. The Ted Williams Camp (TWC) area is scheduled to be tarred Tuesday or Wednesday so the race will have new surface this year. Commissioner Nolan feels the TriFest should be allowed the requested dates in 2020 and stated concern around SEM not holding those dates for this annual event.

Motion by Mike Nolan: Allow TriFest their requested August dates in 2020. Seconded by Justin Bradley

Voted: Unanimous in favor – Motion Passed

Commissioner Nolan also received a call today from Mr. Walter with concern about the current EEE issues. Race registration usually begins at 6am with the race starting at 7am. Mr. Walter will not have any of his volunteers at the park before dawn; which is 5:32am. All parks are currently closed from dusk until dawn. All groups are asked to not begin until one hour after dawn and to end all activity one hour prior to dusk for the safety of all visitors. This was reviewed with Mr. Walter. The Commissioners have witnessed visitors not adhering to these current closing times and the Town Administrator was consulted. She will reach out to the Police Chief for assistance in adhering to the closing times of the park.

(General updates) Commissioner Nolan will be reaching out to SEM to ask their opinion of the cleaning company at LPL and to review a complaint received about one of the SEM employees.

Chairman Holmes spoke with the Town Clerk in regards to the plastic voting booths currently stored at the TWC office. These have been deemed surplus and she will

coordinate with the Highway Department to remove them. Cable service for the LPL is still awaiting answers from the company. The Commission would have to decide if paying for this service is beneficial at this time.

TWC UPDATES:

Commissioner Nolan began the discussion in regards to the Massey Ferguson tractor which was recently repaired. This piece of equipment is very old and will need to be replaced. In the meantime, another machine (New Holland tractor) may be converted to do the work needed. The cost would be \$2200 for new tires installed. The Massey Ferguson is working at this time, so a decision is not required right away. This other machine could also be used as a trade-in to purchase a newer unit.

Hand spraying was completed at TWC during the day. This was done by a private company hired by the Town. The Town requested a plan from the Commission on how this will be handled from this point on. Commissioner Nolan did tell the Town the budget is already under due to the loss of revenue from the LHH. He believed the spraying today was approximately \$1100, however Chairman Holmes noted this was done at half the price in exchange for allowing the company to place signs in the area. Plymouth County Mosquito Control is still scheduled to spray as well. Commissioner Bradley suggested this additional spraying could be added as a yearly expense; however assistance from the Town would be requested. Commissioner Nolan suggested a budget review at this time with the decrease in revenue from the LHH in mind. Commissioner Nolan suggested reaching out to the teams/groups for additional assistance with funding. Items such as fertilizer and other field supplies have been paid for by the Park Commission for the last several years which was not the original agreement.

There are still issues with the irrigation system at TWC. It seems to run fine during the week and then over the weekend the breaker is tripped. This issue has been on-going for about 3 weeks. Chairman Holmes suggested turning off the system at this time. The fields are beginning to brown and could use daily watering in the heat.

Commissioner Nolan was contacted by the Building Commissioner in regards to a request from the Police Station Building Committee. The Committee would like to add a fence on the border of the station to stop visitors from parking along that side. It would be a wooden fence to match the one already at the station.

Motion by Justin Bradley: Allow the Police Station Building Committee to install posts along the grass. Seconded by Joe Coscia

Voted: Unanimous in favor – Motion Passed

(Communication from Police) A copy of the communication was provided to everyone for review. There have been issues with people causing problems at TWC before. This particular issue Commissioner Nolan had spoken to the person prior. The individual requested to ride his dirt bike at the park. Commissioner Nolan stated he could not do so at TWC since it is a part of the National Heritage land. He was found riding his bike at TWC later on. According to the communication, the Police were informed of multiple dates where this person has been found riding his dirt bike at TWC. The Police have asked the Commission to fill out a no trespass order so they have recourse if they are called out again. Commissioner Nolan will move forward with completing this with the Police.

The picnic tables are now stained. Field 4 work was scheduled for this week; however it is being postponed due to the hot weather expected. Chairman Holmes stated the TWC office should be sanded and painted. The office building is being rented out to brides for a bridal area at events. The Clerk inquired if a lock could be placed on the corner office. Chairman Holmes confirmed there is now a lock on that door. The Clerk also suggested using a partition to block the storage area when someone uses the bathroom. Commissioner Bradley inquired on the revenue brought in from SEM and a potential gap. Chairman Holmes will have figures for the next meeting.

(Seasonal Employee Status) Commissioner Nolan requested to table this item; he did not have the needed information to discuss. This is in regards to changing a position from seasonal to permanent.

(Current Park Hours) This was reviewed previously in the meeting. The park opens an hour after dawn and closes an hour prior to dusk. A communication was sent out to the teams/groups that use the fields.

(General updates) No further updates for TWC were provided.

SPORTS SEASON:

(General Updates) Samurai's AAU is scheduled on the fields at this time. The Giants AAU team has now reached out for the fall season, and Commissioner Bradley is working on scheduling them. The Clerk confirmed the new team would just need the usual contract sent, no additions or edits needed. The Clerk will send the contracts. Chairman Holmes noted the AJFC utilize space near Field 1, which may cause a scheduling issue. Commissioner Bradley did not have time to check on the status of the tennis courts. Chairman Holmes confirmed the tennis court was not painted back. The soccer clinic which occurred at TWC for the summer was having a hard time getting the needed insurance document. Commissioner Bradley has an insurance document from them but it is not correct. Chairman Holmes believed the person running the clinic was going to continue it in the fall. It was allowed at no fee for the summer due to low numbers. The Blooperball payment was submitted at the meeting. Women's Soccer reached out for their fall contract. Commissioner Bradley inquired if there is ever a scheduling conflict with soccer. Chairman Holmes stated there was not usually a conflict, however last year a coach from the FLSC decided to run a Sunday practice and informed the Women's soccer group they could not play. This did cause an issue and the group wants to confirm their day/time to avoid this conflict. FLSC can be informed of the Women's group approved day and time.

JPP UPDATES:

(General updates) Commissioner Coscia stated the portable restrooms can be removed at the end of the month. The Clerk will contact the company to schedule this removal. Commissioner Nolan stated a winter plan for the bathroom unit needs to be discussed. The water line and electricity would need to be disconnected properly and stored.

ROUTE 18 FIELDS:

(2nd Bid Update) At the last meeting, it was approved to award the bid to the second bidder. This was due to the lowest bid requiring an additional \$24,000 of loam to be provided by the Commission. The additional loam was not needed for the field. This was added to the Selectmen's agenda; however it was then removed to provide the Commission time

to vote on the bids again. Commissioner Nolan is working with the Town Administrator in regards to dismissing the lowest bid. In addition to the requested loam by the bidder, the references which were contacted provided poor reviews about the bidder's work. It was noted dismissing this bid is in the best interest of the Town. The information from the references was provided to the Town Administrator who will be forwarding it to Town Council for review. Commissioner Nolan is not available for the next Selectmen's meeting. Commissioner Bradley offered to attend to speak to the Park's approved bid. The Commission did not feel a revote was necessary since the decision did not change. Field 1 is complete at this time and ready for irrigation which is waiting on the well. The well estimate was approved back in April and is still not completed. Commissioner Nolan contacted another company to do the work, however they were booked up. The Building Commissioner provided another company which could be contacted to complete this work. Messages have been left for the original company, but no response has been received. The timeframe to seed the fields is running out and is down to weeks left for the season. The timing of Field 2 completion was discussed. Cleaning of the area by the new fields was also completed.

(General updates) No other general updates were provided

ANY OTHER OLD BUSINESS:

There was no other old business for the Commission.

NEW BUSINESS

Paving will begin tomorrow. The work will start on Precinct Street and it will be set to one way access. The other side will be paved the next day and at that step no traffic should go over it. The Highway Department has requested to block off the Precinct Street entrance with cones to stop traffic. The Bedford St entrance will still be available. The Clerk will update social media with this scheduled work.

CORRESPONDENCE:

The Clerk received a request from a group who would like to reserve use of a baseball field for a Wiffle Ball game. This is a single event and not a reoccurring game. Chairman Holmes suggested the group should use a little league field for this type of game and did not feel a fee was necessary for one game. The Clerk will consult with Commissioner Bradley to schedule the date and which field is available.

ANY NEW BUSINESS FOR THE COMMISSION:

There was no further New Business for the Commission.

ITEMS FROM THE CLERK

(Sign at Town Hall) The sign at Town Hall is ready to move to TWC. The employees were instructed to pick it up; however, where the sign will be located has not been determined.

(Desk Surplus for LPL) A list was compiled of all extra furniture within Town Hall. These items are being made available for any Town Hall department to take. The Clerk reviewed the list and explained Town Hall is currently being restructured. This restructure removes the area currently used at Town Hall by the Commission Clerk. The Clerk suggested taking one of the desks from the surplus list to place it at the LPL which would make for a better location to work from than the office at TWC. She will

also speak with SEM about this move to the LPL. The Commission did not have any objections to setting up a desk at the LPL. The phone line currently at Town Hall for the Park Department will also have to be moved to TWC.

(End of Summer Hours) The Commission Clerk reviewed her hours for the end of summer. She will be out of the office more as the summer ends but will be available via email. New hours will be set once school is in session.

Next meeting scheduled for Monday, September 09, 2019 @ 6:30pm at the Loon Pond Lodge at Ted Williams Camp.

Motion by Mike Nolan: Adjourn the meeting. Seconded by

Justin Bradley

Voted: Unanimous in favor – Motion Passed

*****Meeting adjourned at 8:35pm*****