

Lakeville Park Commission
Meeting Minutes
Loon Pond Lodge
Monday, August 05, 2019@ 6:30pm

Members Present: Scott Holmes, Mike Nolan, Justin Bradley, Jesse Medford, Joe Coscia
Other Attendees: Tony Chiuppi (resident), Doug Berry (Director CPP), Ken Lalli (Samurai Baseball)

Chairman Holmes opened the meeting at 6:33pm

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

Ellen Kenney: Basketball tournament: Ms. Kenney was not in attendance at the start of the meeting

Tony Chiuppi – Clear Pond Inquiry: Mr. Chiuppi was in attendance and began by asking for an explanation on what the Commission does. Chairman Holmes explained the Commission is a board of volunteer residents and provided which parks are under the Commission's management. Mr. Chiuppi stated he is a resident and the reason for his visit had to do with Clear Pond Park (CPP). He began by complimenting Mr. Berry on the great work at CPP since he returned as Director last year. Mr. Chiuppi went on to explain his concerns for CPP, first of which was smoking at the Pond. There is a designated smoking area, however Mr. Chiuppi feels this is not providing the correct message to kids visiting. He also noted seeing people bathing at the Pond as well as bringing alcohol into CPP. He feels these items do not promote the area as family friendly. The next concern was trash. Mr. Chiuppi feels this is connected to the increased numbers at CPP. He added there was a lack of recycling available and added the suggested to collect deposit cans for funds. His next concern was in regarding how Clear Pond is funded. Mr. Chiuppi was under the impression CPP was funded by the Town in the past, and now must raise its own funds to run. Chairman Holmes confirmed the Lakeville Park Commission is an enterprise fund with no funding from tax dollars. The decision to run as an Enterprise Fund came from a time when the Town stripped the budget for the parks leaving no funds to run it; this led the Park Commission to become an Enterprise fund so Town budget would not affect it. Mr. Chiuppi stated his concern around this due to the small area of CPP and the need for visitor's revenue. He does not feel enough funds are being allocated to CPP and inquired if there is talk about having the Town fund it again. Chairman Holmes confirmed the funds collected from the fees at CPP are not sufficient to run the Pond. Funds from the Loon Pond Lodge (LPL) provided most of the revenue for all the Parks; CPP tends to lose money for the Park Commission. Mr. Chiuppi attended an Open Space Committee meeting and felt most residents would like to keep spaces like CPP open and accessible to the residents. Commissioner Bradley stated the Commission agrees with having open spaces clean and accessible; he also suggested for something like this request it would be best to speak with Town Hall and the Selectmen. Commissioner Nolan added an article could be requested at the next Town Meeting for the residents to vote on it. Chairman Holmes added there has been talk about the Park Commission becoming a Town department, however it was noted the fees for use of the

parks would still be charged. Next, Mr. Chiuppi spoke to the capacity of CPP. He noted it is a smaller pond in the area and asked if there is a cap on the number of visitors per day. Mr. Berry was in attendance and stated there is no set cap on the number of visitors, but the parking lot only has capacity for approximately 125-140 cars. He reviewed the busiest day is the 4th of July and parking is utilized along the street to accommodate, however the number of lifeguards on staff is within regulations. Mr. Chiuppi also stated his concern at the number of non-residents visiting the Pond. Commissioner Nolan confirmed CPP would not have been able to reopen several years ago with just resident fees. Mr. Berry did confirm the numbers of resident passes are up this year. Mr. Chiuppi explained his concern about more non-residents hearing about this nice pond and adding more numbers to the visitors. He believes the space could not handle more attendance including the addition of trash in the area. Commissioner Bradley added the running of CPP requires a balance of resident and non-resident visitors. Mr. Chiuppi further emphasized his concern about CPP being a small pond and the amount of visitors. Commissioner Bradley agreed Mr. Chiuppi has a good argument to present to the Town for further funding of the Pond and suggested this as a next step. Commissioner Medford added the Park Commission can review other concerns he presented such as smoking, alcohol, and trash collection; improvements to these items can be implemented by the Commission. Mr. Chiuppi confirmed his concerns are just to make CPP a family friendly environment. Commissioner Nolan inquired on Mr. Chiuppi's initial communication via email which stated the concern around the closing of CPP due to bacteria count and believing the additional non-resident visitors were the cause. Commissioner Nolan received communication as well as viewing comments on social media which also stated this. Mr. Chiuppi explained he did not want to add such a label to the closing (hence why he did not initially discuss it), however he believed the size of the pond versus the amount of people visiting is a factor. Commissioner Nolan explained the increased bacteria count is more due to the heat and rain than the visitors to the pond. Commissioner Bradley suggested the Commission look at setting a capacity for the pond after reviewing the information and financials. Chairman Holmes added the Commission will review the concerns Mr. Chiuppi has presented. Mr. Chiuppi was thanked for his time and providing his concerns. He left the meeting

Commissioner Bradley had a question about the payroll presented; he wondered if the hours were down from last payroll due to the closed days at CPP. Mr. Berry confirmed the pond was closed Tuesday through Thursday the previous week and he believed one day the prior week due to weather. Additionally, Mr. Berry asked to confirm when the season would end at CPP, August 24th or 25th. A group is looking to have an event at CPP on the 24th which would be difficult if it is the last day.

Motion by Jesse Medford: Keep Clear Pond Park open on Sunday, August 25th for the final day. Seconded by Justin Bradley

Voted: Unanimous in favor – Motion Passed

Mr. Berry left the meeting.

Ken Lalli – Fall Field Request: Mr. Lalli introduced himself to the new Commissioners and explained he was at the meeting to request fall field time for his Samurai Baseball

team. He would like use of Field #4 on Saturdays during the months of September and October. He provided a contract, payment, and schedule. Additionally, he asked if the field is not booked on Wednesday evenings, prior to dusk, he would like to hold some practices. Commissioner Bradley believed it was free as long as the park was open. Mr. Lalli was flexible about the Wednesday practice and needed the Saturday times more. Chairman Holmes suggested checking the Little League schedule to ensure no conflict. Commissioner Nolan took a moment to apologize to Mr. Lalli around the lack of field time his team was given this past spring. Chairman Holmes agreed the division of time on the fields was not done fairly amongst all teams; however Commissioner Bradley did try to remedy the situation as much as possible. Ideally, the schedule next year will be more organized. Commissioner Nolan also stated work will be starting on Field #4 during the week to help level the area. This work should only take a couple of days. Mr. Lalli added if the field is playable but still being worked on, he would still have the team play. Commissioner Bradley will contact Mr. Lalli to confirm if the field is free. Mr. Lalli left the meeting.

Sarah Varnerin: Commissioner Nolan stated Ms. Varnerin was planning to attend the meeting; however she was contacted by the Freetown Lakeville Soccer Club who would like to utilize her for player training. She was initially not connected with FLSC and was attending to request field time. Commissioner Nolan was also in contact with FLSC who confirmed Ms. Varnerin would be a part of their program and confirmed other trainings occurring on the fields were being done by FLSC coaches. Commissioner Nolan feels Ms. Varnerin should attend a meeting so proper field use can be reviewed. Ms. Varnerin was seen running soccer clinics at TWC without proper permissions in the past.

Lakeville Agricultural Commission – Farmer's Market: The Lakeville Agricultural Commission is looking to establish a farmer's market next year and is currently looking for space. Ted Williams Camp was one of the ideas which would provide a large space and parking. The group has not yet established a day or timeframe for the market so it can be flexible dependent on the space. Chairman Holmes noted the old Town Hall space would provide more visibility, however TWC would provide more space. The Agricultural Commission is estimating 10-12 vendors at the start, with each needing a 50ft square area. The space across from the LPL seemed ideal to the group, and it was confirmed the bathrooms in the area are functional. Chairman Holmes reviewed the current process for a possible fee rebate when Town groups come to use the area since there are costs for utilizing the space (water, supplies, etc.). It was noted weekends would be difficult due to the large number of events at the LPL; weekdays would be easier to schedule. The current management company at LPL, Southeast Event Management (SEM), would need to be consulted as well. The Farmer's Market would probably be a weekly event happening late spring into fall. The Commission asked if temporary signs could be place by the entrances since visibility of the Farmer's Market would be difficult from the road; Chairman Holmes confirmed a temporary signs could be placed for the day and the signs on property could be updated for it as well. Additionally, it was questioned if the Agricultural Commission would need insurance for the event. It was unknown if the group falls within the Town's insurance and would need to be investigated. The Agricultural Commission was also looking at Dickran

Diran Square as a possible site for the Farmer's Market. They questioned parking in that area around the church; Commission Nolan noted the church is often looking for community service projects to be involved in and it would be something to approach them about. A police detail would not be required as long the Market is at Dickran Diran Square with parking at the church; no crossing of the street would be needed. The Park Commission stated their enthusiasm around helping with this project for the town. Chairman Holmes further requested the group attend another meeting later in the year to provide any updates on this project. Commissioner Bradley suggested thinking of space further away from the LPL would help reduce conflicts with events over the weekends. The representative from the Lakeville Agricultural Commission left the meeting.

Horseshoes: No representatives from Horseshoes were present. Commissioner Bradley provided a brief overview; the group requested an additional tournament via the Clerk. Since contracts and payment from other tournaments were not received, Commissioner Bradley requested the group attend the meeting for their latest tournament request to obtain approval. Commissioner Bradley suggested no tournaments for the group be approved until a discussion with the group can be completed.

Motion by Mike Nolan: Table the discussion until the group attends a meeting. Seconded by Justin Bradley

Voted: Unanimous in favor – Motion Passed

Commissioner Bradley noted, if the group attends later during the meeting this can be resolved.

Review and Approve Bills – Bills were provided for review and approval signatures. Chairman Holmes reviewed his reimbursement request which was for new tables at LPL.

Commissioner Coscia returned the discussion to the items from CPP. He inquired if a capacity analysis would be needed. This discussion would need the Director's input as well as an overview of the financials for the year. Chairman Holmes added if the parking lot is full, he didn't feel it was necessary to shuttle visitors from other parking areas. Commissioner Coscia also wanted to confirm the official number of guests to lifeguard ratio.

A brief review of the cleaning bill was present. Chairman Holmes felt SEM should be asked for their opinion of the cleaning in the building.

Commissioner Medford questioned the smoking area at CPP and was under the impression a designated area was not required. Commissioner Nolan added while there is a designated smoking area at CPP many people do not follow the rule. A review of the policies allowing smoking and alcohol at CPP can be reviewed and edited.

Ellen Kenney: Basketball tournament: Ms. Kenney attended the meeting at this time. Ms. Kenney is returning to run a Basketball tournament at TWC. Her date is booked for Saturday, September 14th. Chairman Holmes advised Ms. Kenney there is no tent available this year and confirmed she can rent a tent from a company to set up for the event. He provided the dimensions of the tent available last year for comparison. Ms. Kenney asked if the tent could be set up closer to the courts since it will be delivered;

Chairman Holmes agreed. He added the drainage in the parking lot will hopefully be completed in the fall with work being done during the week; however, there is no confirmation of this work. Ms. Kenney provided a brief overview of the tournament, which is the same set up as last year. Chairman Holmes confirmed the time (approximately 11:00-3:00) so signage can be posted reserving the courts. Ms. Kenney will post a temporary sign on the road the event day, and Chairman Holmes stated the sign can be updated as well for the event. The Commission confirmed soccer will be playing on the Saturday of the event so parking may be tight. Ms. Kenney was aware of this scheduling when choosing to book a Saturday for the event. Commissioner Coscia inquired on separating LPL event parking to ensure space for everyone. Ms. Kenney confirmed she spoke with SEM who didn't believe there would be a problem with parking. She will continue to check with SEM to ensure no conflict. The Park Commission wished Ms. Kenney a successful event. Ms. Kenney left the meeting.

Ms. Sarah Varnerin entered the meeting and Commission Nolan provided an introduction. Ms. Varnerin provided an overview of her clinics. She works for the New England Revolution during the summer providing soccer clinics. One of her participants who she has been working with for a few years is also a part of the FLSC. Ms. Varnerin was contacted by the FLSC to provide these clinics to their members. The clinics are private; however she is currently working with the FLSC to be a part of their group. Commissioner Nolan explained the issue is the clinic is a business being run on TWC property without proper paperwork and payment. Last year Ms. Varnerin had an arrangement in Taunton to utilize their facility for clinics, however this year due to Board changes it was not approved. Commissioner Bradley provided an overview of the process for use of the fields and the reason behind the fees charged. The need for the Insurance Binder was reviewed. Ms. Varnerin has already started her clinic with only two weeks remaining. She then expects to be set up with FLSC for clinics with their members. Commissioner Bradley explained he would be the contact to help Ms. Varnerin with adding the town to her insurance and for setting up the proper process for these clinics. A contract was provided to Ms. Varnerin and an example of the insurance binder was reviewed.

Motion by Justin Bradley: Allow Ms. Varnerin to complete her clinic session (2 weeks) at no cost; however a contract and Insurance Binder is required. Seconded by Mike Nolan

Voted: Unanimous in favor – Motion Passed

It was noted, when Ms. Varnerin begins her private clinics next year she will need to speak with the Commission, and a fee structure can be discussed at that time. Ms. Varnerin was thanked for attending the meeting. Ms. Varnerin left the meeting.

Review and Approve Meeting Minutes – Minutes were provided for review. First set to review was 11/19/18.

Motion by Mike Nolan: Accept the minutes of 11/19/2018 as submitted. Seconded by Justin Bradley

Voted: Unanimous in favor – Motion Passed

Next set to review was from 7/22/19.

Motion by Mike Nolan: Accept the minutes of 7/22/2019 as submitted. Seconded by Joe Coscia

Voted: Unanimous in favor – Motion Passed

OLD BUSINESS

CPP:

(General updates) Commissioner Medford reviewed the closing due to bacteria and the cause was discussed earlier in the meeting. He discussed the beach sand with Mr. Berry earlier during the week. The Commission was waiting for the water level to recede prior to adding more sand, however Mr. Berry does not feel the water level is a concern. A company was suggested for a quote for sand delivery, and Commissioner Medford will need to gather two more quotes. Historically, sand was delivered before the start of the season. Quotes can be gathered now for review and the delivery made prior to next season since the 2019 season is almost over. Gravel for the driveway is also needed, however the Highway Department can assist with this. It was suggested to also speak with the Highway Department about sand.

SEM/LPL UPDATES:

(General updates) Commissioner Nolan reviewed a recent communication in regards to the upcoming Town elections and set up needed prior. An event is booked the day before the elections, so set up the day before is not available. The CW Room is open for set up, however the larger area will not be available until 1pm. Commissioner Nolan will contact the Town Clerk to set up the best possible timeframe. He also suggested offering some help with CPP maintenance staff for quicker set up.

Commissioner Nolan spoke with SEM for some possible solutions to the 2020 TriFest dates. A wedding is currently booked on the weekend TriFest would like to run in 2020. Cornering off areas for TriFest and parking for the wedding were discussed. The Saturday event for TriFest is a 'short' race. Commissioner Nolan will be meeting with the TriFest organizer to further discuss what can be rearranged to accommodate both events. A conflict with sports is not expected since the end of August is a slow time on the fields. Commissioner Nolan asked for these dates to be noted when schedules for teams come around.

A recent event was reviewed due to some trash left outside by the attendees as well as rocks being displaced by the water. Commissioner Nolan did review with SEM, an announcement should be made at events cautioning attendees to not remain outdoors during dusk hours due to the level of EEE in the town.

A representative from the Horseshoe League entered the meeting. They are trying to confirm if any other events are happening for a small tournament they would like to have on August 18th. Commissioner Bradley reviewed the current process is to submit a tournament request form. The fee for a tournament was clarified at \$2 per person, not just participants outside the league. A review of the reason for the fees was provided.

Chairman Holmes provided further updates for the LPL. Two of three tables were delivered, and no smoking signs were posted as well as the designated smoking area signs. He noted chairs were left out overnight after a weekend wedding.

TWC UPDATES:

(General updates) Commissioner Nolan reviewed some issues with the current tractor which occurred a couple weeks ago, it is now working fine. Turf tires were priced for another piece of equipment which could handle some of the work the tractor does now.

The maintenance employee suggested looking towards a new tractor due to the age of the current one. He recommends a four wheel drive tractor to be able to handle the new fields. Some research was done and information provided for review.

Commissioner Nolan was working with the Town and Library to pinpoint the problems with the irrigation system. The current system at the Library/Town Hall area must be organized; it currently has 24 zones working. Overuse of the system was shorting it out. The short term fix was splitting up half the zones per evening. The well pump was also not doing well with the demands on the system. Further research is being done to find more permanent fixes to the system.

Commissioner Nolan inquired about the lights around volleyball and basketball. Chairman Holmes moved the timers so the lights would only turn on the minimum amount of time allotted since the park is now closed from dusk to dawn. Chairman Holmes posted signs at all fields, especially ones with lights, with the park closure at dusk. The lights were working properly prior.

Chairman Holmes called a company in regards to the playground sign which needs maintenance, and trying to find the best contact number for work which was supposed to be completed at the Lodge.

SPORTS SEASON:

(General Updates) Commissioner Bradley spoke with the Pickelball group in regards to the Commission's decision play on certain courts. He suggested repainting the court being leftover for tennis to make it more prominent. Chairman Holmes had previously priced out paint for the court, and reviewed the prices he had found. A discussion was present about whether TWC staff should repaint the lines or if a company should be hired. Commissioner Bradley will further research the repainting of the lines.

AJFC was also met with. Commissioner Bradley provided an overview of the discussion which included moving the practices over time to help with damage to one area. Commissioner Bradley suggested seeing how moving the teams affects the fields before other options are discussed. Previous expenses to fix the fields after football use were not charged to the team and it was discussed whether this cost should be billed. The team requested the lights be pointed to the field when practices begin. The lights are not set up for the particular area they are using; however there are some lights not positioned on the fields at all.

JPP UPDATES:

(General updates) Commissioner Coscia reviewed the current schedules at JPP, which are beginning to slow down. There is a tournament on the weekend and he is scheduling the field to be prepped on Saturday morning. There are no conflicts with schedules at this time. He requested fall schedules from some teams to begin preparations for the next season. Commissioner Coscia is looking to remove the portable restrooms at the end of the month and only use the new unit for the fall season. Water needs to be further contained for the unit as well as the electricity. The softball league offered to help with this. The Building Commissioner previously communicated his availability to meet with the Commissioners to review ideas about the unit. Commissioner Bradley heard the unit was not cleaned recently. There is now a schedule with the TWC maintenance staff to clean the unit; however there was increased activity at JPP recently causing more mess in between cleanings. The timing for pumping out the

system will need to be calculated. Trash was being picked up at the beginning of the season and has now stopped. The thought was the Highway Department was handling the trash prior to the start of the CPP season. In the past the CPP maintenance crew would handle all the trash during the summer.

ROUTE 18 FIELDS:

(General updates) The contract for Bid 1 is now signed and all required paperwork received. Bid 2 has not been awarded yet due to a lower bid received from another company. The company with the lower bid was contacted and it was confirmed the company did not attend a walkthrough of the field. Commissioner Nolan and Chairman Holmes scheduled and completed a walkthrough where the company stated they could not work with the material on the field. It was suggested to bring in an additional 700lbs of loam along with other recommendations. The Board of Selectmen needs a recommendation from the Park Commission on how to proceed. A review of the lowest bid was present. The Commission had concerns around the additional materials the company stated are needed as well as the increase in cost. The Commission believes remaining with the company currently contracted to complete Bid 1 is the best option even though it is not the lowest listed price.

Motion by Justin Bradley: Make a recommendation to accept the 2nd bid from Nor'East Hydroseed for \$37500 based on the inaccurate 1st bid. Seconded by Joe Coscia

Voted: Unanimous in favor – Motion Passed

The well company is scheduled to begin work during the week.

Chairman Holmes reviewed the recent communication with the Lakeville Haunted House. It was verified the Haunted House was unable to find individuals to take on the running of it and will not open this year. Chairman Holmes stated the need for the keys to the area. The group will be in to remove their items from the area at some point. This will leave the Commission missing the biggest fundraiser of the fiscal year.

A copy of the final FY19 numbers was provided for review. Chairman Holmes led the review of the numbers by category; this included numbers from CPP. Bar revenue was noted as significantly decreased. Commissioner Bradley stated concern around the budget already being negative due to the Lakeville Haunted House not returning and the viewed decrease in bartending sales. Possibilities around why the decrease in bartending revenue was discussed.

A bill was reviewed which listed a/c service at the Lakeville Mixed Martial Arts studio. This bill was received by the Park Commission, and upon review of the current contract Chairman Holmes did not find a section which lists repairs responsibility. Since the electricity is paid by the Commission it was surmised the repairs to the system would fall under the Commission as well.

NEW BUSINESS

ANY NEW BUSINESS FOR THE COMMISSION: The Commission is aware of the communication in regards to EEE. Commissioner Coscia asked to put a set procedure in place for this situation. Chairman Holmes agreed and reviewed the process he went through once the communication was received. The information was not received directly from Town Hall to the Commission. The Fire Department was first to post the

information and the Commission was not directly contacted. Chairman Holmes was provided confirmation when he called Town Hall to investigate. Commissioner Bradley suggested a liaison for emergency situations. The Commission can build a plan or procedure, but having one person execute the plan would be useful in situations such as the EEE raised risk, or even inclement weather closings.

CORRESPONDENCE

ITEMS FROM CLERK – No further information from the Clerk was provided

Next meeting scheduled previously scheduled for Monday, August 19, 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 9:10pm*****