



**TOWN OF MENDON**  
**PARKS & RECREATION DEPARTMENT**

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**Meeting Date: 3/9/16**  
**Meeting Location: Mendon Town Hall, Parks Office**  
**20 Main St., Mendon, MA**  
**Minutes Approved: 3/22/16**

**Members Present:** Tom Belland, Dan Byer, AJ Byrne

**Parks Director:** Dan Byer

**Others:**

The meeting was called to order at 4:45pm.

Tom asked about the interview process. He suggested we come up with a set list of questions to ask each candidate. AJ will ask why they are interested in the position. Dan will ask about their availability and experience. Tom will ask about examples of how they have used teamwork.

Dan discussed an issue with the water at Memorial Park. Due to new DEP regulations we may have some delays in getting the water turned on before opening day. He stated that he has been discussing the issue with the Tim Watson, the Town's water operator. Tom and AJ would like to set up a meeting with Tim to discuss.

**5:00pm**

The board interviewed Kyle McGreal for the maintenance crew position via phone as he is away at college. AJ asked him why he was interested in the position. Kyle stated that he has landscape experience helping his family around the house. He is a hard worker and self-motivated. Dan asked about his experience and availability. Kyle stated that he worked for 2.5 years at a grocery store doing pretty much everything including training other employees. He is available all summer with 1 week of vacation. Tom asked about teamwork. Kyle explained that he has played sports and has a lot of experience working in a team setting. The board thanked Kyle and ended the call.

**5:08pm**

*Tom abstained from this interview as his son is the other applicant for the position and that presents a conflict of interest under MA Ethics. He left the room and AJ and Dan conducted the interview.*

The board interviewed Brody Neil for the Jr. Maintenance Crew position. AJ asked about his interest in the position. Brody is interested in the job because he likes working outdoors and enjoys landscape type work. Dan asked about experience. He has no work experience but has experience working around his house and experience with small engine repair. He has no vacations planned. AJ asked about teamwork. Brody is good at interacting with the public and working with people. Brody asked about the position hours. Dan explained that they wanted someone to work 8-10 hours a week taking care of the

facilities at Memorial Park. This person would handle the bathrooms; trash pickup and general clean up as well as cover shifts on the main maintenance crew.

**5:18pm**

The board interviewed Paige Murphy for the rec. program counselor position. AJ asked about her interest in the position. Paige has babysitting experience and loves kids. Dan asked about availability and experience. Paige is CPR certified. She has experience babysitting and working as a cashier at Southwick's Zoo. She is available for the entire summer. Tom asked about teamwork. Paige has been involved in sports and works well with others. Paige asked about the ages of the program and Dan stated it was 5-14.

**5:23pm**

The board interviewed Haleigh Mackinnon for the rec. program counselor position. AJ asked about her interest in the position. Haleigh likes kids and enjoys working with them in her school's nursing program. Dan asked about experience. She has babysitting experience with ages 7 and 3. She is also in the nursing program at BVT and will be CPR certified by the end of the year. She is available all summer but would prefer to work mornings. Tom asked about teamwork. Haleigh talked about joining a new soccer team and having to work on team building to improve their performance.

**5:25pm**

The board discussed the Diamond Athletic Turf contract. Dan reviewed the proposed contract and asked about the optional grub control treatment and aeration. Tom would like to treat all the fields for Grubs and suggested aerating all fields except Tetreault. *Dan will get a revised contract.*

**5:28pm**

The board interviewed Mathew Benoit for the rec. program counselor position. AJ asked about his interest in the position. Matt stated that he likes kids and has some previous experience attending camps. Dan asked about his experience and availability. Matt worked as a scorekeeper for Nipmuc Youth Basketball. He also has experience babysitting a younger sister and young cousins. He is available all summer. He is not CPR certified but could get it. Tom asked about teamwork. He has experience with sports being involved on a golf team and helping to motivate the other players. He is looking to get involved in the summer with the community.

**5:40pm**

The board discussed tuition assistance for the Rec. Program. Dan has received a request for a discount on this year's program. The board discussed options. AJ and Tom shared their experience with the sports leagues. They have generally based it on the eligibility requirements for free/reduced lunch. There is difficulty in verifying the information. Dan explained that in the past they have approved requests on an individual case-by-case basis. He would like to develop a set policy. *Dan will research and get back to the board.*

Tom asked about a date to officially open the fields. Dan stated that in the past they have let the groups make their own determinations. The board discussed and agreed that we should issue a formal decision. Based on the weather the board will discuss again at a future meeting.

Dan discussed the new contracts for phone and internet at the park. Because of the switch to the VOIP phones in town we have lost our beach phone as it is now only accessible at the classroom. The cheapest option is to set up a 3 month landline phone on a month-to-month plan for \$30/month. The total cost will be around \$100 a year. Dan also explained that our Comcast contract was up. We are paying \$84.90/month. We can sign up for FIOS and get a better connection for only \$60 a month. The total cost for both internet and phone will be \$810 a year and we have \$1,200 budgeted for telephone expenses.

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**Tom made a motion to authorize Dan Byer to sign a contract for service with Verizon FIOS and Verizon Phone for the Park internet and Beach phone as discussed, Dan seconded, and all approved.**

Tom asked about the availability of internet at the baseball fields. Dan explained they could set up a wifi bridge for around \$100. *Dan will research and get back to Tom.*

The board reviewed a facility use application from the Blackstone Valley Community Concert Band to perform at the Memorial Park Pavilion in July sponsored by the Mendon Cultural Council. The board approved.

**Dan made a motion to approve the minutes of 2/8/16, Tom seconded and all approved.**

The meeting was adjourned at 6pm.