

Joe Flaherty

Chairman



Sue Barnett

TOWN OF MENDON

Parks & Recreation
Mendon Town Hall
20 Main Street
Mendon, Massachusetts 01756
508-473-0600
parkcomm@mendonma.net

Meeting Minutes Monday, February, 28, 2011 Town Hall

Present: Joe Flaherty, Sue Barnett, Jenn Welch
Guest: Dave Allaire, Ian Jankauskas

Meeting commenced at 6:00 pm.

Approve meeting minutes

- Sue motioned to approve the December 13, 2010 minutes, Joe 2nd. Approved.

Ian Jankauskas – Eagle Scout Project

- Presented plans to the board to build a Utility shed behind the Memorial baseball field.
- Funding will be provided by baseball.
- Used for equipment for fields such as bases, rakes, etc.
- Sue motioned to approve the building of the shed contingent upon receiving plans and approval from the Building Department, Joe 2nd. Approved.

Kathy Schofield – Pavilion

- Kathy did not make the meeting. Send email inviting to next meeting.

Budget

- 4% cuts were made to the budget for FY12.

Old Business

- None

New Business

- Dave Allaire from the Youth Summer Basketball league asked about use over the summer.
- No changes to the previous seasons request.

Adjourn

- Meeting adjourned at 7:30 pm.

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Meeting Minutes Monday, March 28, 2011 Town Hall

Present: Joe Flaherty, Sue Barnett, Jenn Welch

Guest: Tom Fichtner, Peter Reiffarth, Noel Sherry, Mike Hilton, Tom Belland, Dave Verrone, Kathy Schofield, Liam Egan

Meeting commenced at 6:00 pm.

Approve meeting minutes

- Sue motioned to approve the February 28, 2011 minutes, Joe 2nd. Approved.

Field Use Requests – League representation

Kathy Schofield – Scouts Pavilion at Memorial Park

Grant Application for Tennis Courts

Sue will be meeting with Anne Mazar for pointers on grant application writing.

Budget

Old Business

New Business

- Next meeting scheduled for April 21, 2011 at 6 pm to be held at the Town Hall.

Adjourn

- Meeting adjourned at 8:30 pm.



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Meeting Minutes Saturday, April 9, 2011 Classroom, Memorial Park

Present: Joe Flaherty, Sue Barnett
Guest: Melissa Settipani

Meeting commenced at 11:00 am.

Recreation Director Interview

- Interviewed Melissa Settipani

Budget

- No discussion

Old Business

- Broken fence at Tennis courts discussed.
- Will have Jenn call for repairs.

New Business

- None

Adjourn

- Meeting adjourned at 11:45 am.

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Meeting Minutes Thursday, April 21, 2011 Town Hall

Present: Joe Flaherty, Sue Barnett, Jenn Welch

Meeting commenced at 6:00 pm.

Approve meeting minutes

- Sue motioned to approve the March 28, 2011 minutes, Joe 2nd. Approved.

Field Use Requests – Inside Corner Baseball

- Provided there are no other groups who are scheduled to use the field, they are approved for use pending payment.
- Cost will be \$35 per hour.

Kids N Us – Summer help, flyers, schedule

- New cost of the Kids N Us recreation program will be \$125 per week and \$30 per day without lunch or \$145 per week and \$35 per day with lunch.
- Program flyer will be updated and sent to Commissioners for approval.
- Once approved, the flyer will be sent to Jay Byer for distribution and an ad will be placed in the Town Crier.
- Will consider hiring a lifeguard for the program so the children can still have an afternoon swim time.

Budget

- No discussion

Old Business

- None

New Business

- Tom Belland requested the use of the tent for opening day baseball.
- Approved provided they set up and take down.

Adjourn

- Meeting adjourned at 7:45 pm.

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Mark Reil

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Meeting Minutes Thursday, May 19, 2011 Town Hall

Present: Joe Flaherty, Sue Barnett, Mark Reil

Guests: Alan DeAngelis, Jean Geneseo, Dan Byer and Members of Junior Baseball

Meeting commenced at 6:30 pm.

Approve meeting minutes

- Will review at next meeting.

Interviews - Recreation Coordinator

- Interviewed Alan DeAngelis.
- Interviewed Jean Geneseo.
- Will discuss candidates at next meeting.

Field Use Requests

- Approved Junior baseballs request for use of the fields for an overnight fundraising event on June 17th.
- They will contact Fire Department before burning wood.
- Bathrooms will be open all night long.
- Raindate of June 18th.
- Will be using Parks Department tent.
- Approved use of Basketball courts on Sundays for 508 Athletics.

Summer Help

- Jenn will confirm with Brian Tetreault that he is interested in being a lifeguard/counselor for the children at Kids N Us.
- Will discuss further at next meeting.

Snack Shack Repairs

- Dan Byer offered to get the supplies and repair the snack shack as outlined by the Board of Health.
- He will send a list of supplies for review at next meeting.

Playground Repairs

- Sue went over the list of repairs that need to be made to the playground.
- The Board will walk through the playground at next meeting to see what is needed.

Budget

- Since the override did not pass, the Beach will be closed as planned.
- May consider having swim at your risk.

Old Business

- Jenn gave an update on the progress of the Pavilion being built at the park as provided by Kathy Schofield.
- Work will begin on June 11th.
- A cement foundation is being donated and will be poured on June 17th.
- Sue gave an update on the grant application for the repairs that are needed at the Tennis Courts.

New Business

- The Board welcomed newly elected member Mark Reil to the Parks Department.
- Next meeting scheduled for May 26, 2011 at 6 pm to be held at the Classroom at Memorial Park.

Adjourn

- Meeting adjourned at 8:30 pm.

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Meeting Minutes Thursday, May 26, 2011 Classroom, Memorial Park

Present: Joe Flaherty, Sue Barnett, Mark Reil

Meeting commenced at 6:00 pm.

Approve meeting minutes

- Sue motioned to approve April 21, 2011 minutes, Joe 2nd, approved.
- Sue motioned to approve May 19, 2011 minutes, Joe 2nd, approved.

Interviews - Recreation Coordinator

- Interviewed Alan DeAngelis.
- Interviewed Jean Geneseo.
- Will discuss candidates at next meeting.

Field Use Requests

- Approved Junior baseballs request for use of the fields for an overnight fundraising event on June 17th.
- They will contact Fire Department before burning wood.
- Bathrooms will be open all night long.
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- He will send a list of supplies for review at next meeting.



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- Sue went over the list of repairs that need to be made to the playground.
- The Board will walk through the playground at next meeting to see what is needed.

Budget

- Since the override did not pass, the Beach will be closed as planned.
- May consider having swim at your risk.

Old Business

- Jenn gave an update on the progress of the Pavilion being built at the park as provided by Kathy Schofield.
- Work will begin on June 11th.
- A cement foundation is being donated and will be poured on June 17th.
- Sue gave an update on the grant application for the repairs that are needed at the Tennis Courts.

New Business

- Next meeting scheduled for May 26, 2011 at 6 pm to be held at the Classroom at Memorial Park.

Adjourn

- Meeting adjourned at 8:30 pm.

5/26/11

Jenn Welch**From:** Daniel Byer [danielbyer@gmail.com]**Sent:** Monday, May 23, 2011 7:52 AM**To:** 'Jenn Welch'**Subject:** shack stuff

Yes great

When are you going to the classroom for the summer? I have another computer if you want it. It's newer than the one that's there. My father and brother got new ones so we have a few extras.

I forgot to ask, any more info about that Hershey's freezer?

Here's what I have so far to fix the shack. Most of this can come from Wal-Mart if that's easiest with the card.

Tools	Qty	Price	Total	\$233.00
Pole sander head	1	\$9.00	\$9.00	
Sandpaper	1	\$10.00	\$10.00	
Paint rollers inserts	3	\$3.00	\$9.00	
Paint brushes	5	\$2.00	\$10.00	
Materials				
Paint (semi gloss white)	3	\$14.00	\$42.00	
Epoxy Paint for floor	1	\$105.00	\$105.00	Home Depot
Muriatic Acid	1	\$8.00	\$8.00	Lowes only
non-slip additive	2	\$5.00	\$10.00	Lowes only?
Floor patching materials	1	\$20.00	\$20.00	Wal-Mart
Plaster for walls	1	\$10.00	\$10.00	

Move forward

It will probably take a week or so but it's more waiting for things to dry.

1 - Finish patching floor/patch walls

2-sand walls, acid etch floor

3-paint walls

4-paint floor

The floor needs to dry for several days

There's also a lot of work to put everything back into the shack. I'll probably need some help with a few things for this.

~Dan

maintenance
Docks, Rope
mowing.

maintenance
to help
put back in

5/26/2011

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Meeting Minutes Wednesday June 8, 2011 Classroom, Memorial Park

Present: Joe Flaherty, Sue Barnett, Mark Reil, Jenn Welch, Alan Deangelis
Guests: Gary Smith, Michelle Sanford, Kris Bradley, Michelle Schmitt

Meeting commenced at 6:00 pm.

Approve meeting minutes

- Sue motioned to approve May 26, 2011 minutes, Joe 2nd, approved.

Field Use

- Kris Bradley from Whitinsville Christian School presented his plan for use of Veteran's Park for their Varsity Baseball League.
- Would be favorable for both WCS and Tetreault Field.
- All board members were in favor of pursuing the prospect further.

Kids N Us

- No action taken.

Recreation Coordinator

- Alan Deangelis formally accepted the position.
- Pay rate will be \$15.00 per hour.
- A complete review of the program was presented to Alan.

Old Business

- Snack Shack repairs were discussed.
- Sue motioned to approve paying Dan Byer to do the work necessary to repair the snack shack, Mark 2nd, approved.
- Jenn will get in touch with Dan to begin the work.
- The Board walked through the playground to discuss any repairs that may be needed.
- The maintenance crew can handle most of the repairs.
- Would be a good Volunteer/Scout project to sand and stain the wood.

New Business

- Gary Smith, from Mendon Area Real Estate, would like to donate to the Town Beach for it to open for the season.
- There will be no admission if the approval is made to accept the donation.
- Sue motioned to approve the donation offered by Gary Smith pending approval from the Board of Selectmen and Town Counsel, Mark 2nd, approved.
- Michelle Sanford from the Town Crier interviewed the Board for the next issue of the Town Crier.
- Michelle Schmitt from Panoramic Landscape design presented a design to the Board for plantings at
- The Board liked the design and approved the planting to be done in August.

Adjourn

- Meeting adjourned at 8:00 pm.

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Meeting Minutes Monday June 20, 2011 Classroom, Memorial Park

Present: Joe Flaherty, Sue Barnett, Mark Reil, Jenn Welch
Guests: Samantha Morin, Brian Tetreault, Noelle Cook, Joe Roberto

Meeting commenced at 6:00 pm.

Approve meeting minutes

- Sue motioned to approve June 8, 2011 minutes, Mark 2nd, approved.

Lifeguards

- Availability and proper procedures for the opening of the beach were discussed with returning lifeguards Brian Tetreault and Noelle Cook.
- As part of their employment all lifeguards must rake beach, remove all articles left behind on the beach, empty trash daily and return items to the beach house.

Interview Lifeguard Candidates

- Joe Roberto and Samantha Morin were interviewed for our current Lifeguard openings.
- Both will be offered a position with the Mendon Town Beach.

Beach

- Schedule clean up of the beach with the maintenance staff.
- Replace ropes and buoys to mark the swim area.

Field Use Request – Summer Baseball

- Sue motioned to approve the Field Use request by the Mendon Junior Baseball league for June 20-July 30th, Mark 2nd, approved.

Old Business

- None



New Business

- Check with Library about Boat Race.
- Order shirts for staff.
- Check with Fire Department about CPR class.

Adjourn

- Meeting adjourned at 7:30 pm.

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Meeting Minutes Thursday July 7, 2011 Classroom, Memorial Park

Present: Joe Flaherty, Sue Barnett, Mark Reil, Jenn Welch

Meeting commenced at 6:00 pm.

Approve meeting minutes

- Sue motioned to approve June 20, 2011 minutes, Mark 2nd, approved.

Boat Race

- The Parks Department would like to have the cardboard boat race this year if possible.
- Send letter to Library Trustees letting them know that the beach is open and we have the ability to hold the boat race.

Lifeguard

- Coverage is needed for certain days throughout the summer that we do not have enough lifeguards to cover the shifts.
- Will speak to Caleb Barnett to see if he is able to cover the necessary shifts.
- Alex Hipolito is one of our new lifeguards. Sue motioned for her pay rate to be \$10.00 per hour do to her experience, Mark 2nd. Approved.

Beach Sign/Anchor

- The Beach billboard sign will be moved closer to the entrance so patrons can see the events easier.
- More cement blocks will be purchased to anchor the raft in the water.

Grant Copies

- Reimbursement from revolving account for copies of the PARC grant for the tennis courts was given to Sue.

Sign at War Memorial

- Jenn to let Michelle Schmitt from Panoramic Landscape design know that the Town by-laws prevent her from putting any kind of sign on a War Memorial. Will also discuss alternatives with her as well.

Old Business

- None

New Business

- Lifeguard responsibilities will include: check entire beach area for trash, empty trash cans nightly, rake entire beach every night just before closing and no personal cell phones at the beach while on duty. No texting and cell phones are to remain in the beach house during their regular shift.
- Jenn to notify the lifeguards of the rules.

Adjourn

- Meeting adjourned at 7:30 pm.



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Meeting Minutes Tuesday, November 22, 2011

Present: Joe Flaherty, Sue Barnett, Mark Reil

Guests: Valerie Knox, Ileen Matthews, Joan Caldarella, Leonard Krygsman

Meeting commenced at 6:00 pm.

Whitinsville Christian School

- Contractor aerated the outfield and replaced infield material with clay sand mix.
- Irrigation system – Trustees want to wait after the first year to see if the field needs irrigation or is it a soil problem.
- Mark motioned to accept the use of the facilities agreement between the Mendon Parks Department and Whitinsville Christian School, Sue 2nd, approved.

Ice Skating

- Some items that are needed or should be considered: Lights, Ice Maintenance, Clearing of Parking lot of snow, porta potties, fire pit, refreshments.
- Valerie offered to be the coordinator for volunteers and will call Testa about possible plowing.
- Admission will be charged by pair of skates.
- Hours: To be determined. Possibly Friday nights and Saturday afternoons.
- Check into any liability issues with Town Council.
- Advertising can be done through the newspaper and flyers.
- No outside food or drink will be allowed.

Field Use Request

- Approve use of the beach and lake for the fishing derby scheduled for February 4, 2012.
- Approve use of Founders Park for December 1, 2011 for the annual Christmas tree lighting.

Adjourn

- Meeting adjourned at 7:45 pm.