TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Thursday, February 27th, 2014
TIME OF MEETING: 5:00 pm
LOCATION OF MEETING: Planning Board Room, Town Hall
20 Main St. Mendon, MA

PARKS 2/27/14 AGENDA

1. Call to order
2. Approve Prior Minutes
3. Meet with Dave Lewcon, Uxbridge/Pout Pond to discuss combining the swim lesson programs
4. Approve 2014 Kids'N'Us Rec program and Swim Lesson forms, policies, and prices
5. Update on summer employees
6. Update on Maintenance Supervisor position
7. Update on CPC Tennis and Basketball Court projects
8. Update on re-keying parks locks
9. Update on parks electrical
10. Discuss Baseball (Pazella) Concession Stand
11. Softball spring field use approval
12. Softball proposed new field discussion
13. Softball water project discussion
14. Chuck Scharnagle, discuss parks budget and funding
15. Items not reasonably anticipated 48 hours in advance of the meeting.
16. Adjourn

Mark Reil
Chairman

Joe Flaherty
AJ Byrne

TOWN OF MENDON

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

Meeting Date: 2/27/14
Meeting Location: Planning Board Room, Town Hall
Minutes Approved: 3/20/2014

Members Present: Mark Reil, Joe Flaherty, AJ Byrne
Parks Clerk: Daniel Byer
Others: Tom Belland (Jr. Baseball), Chuck Scharnagle, Steven Orff (NYS Pres.), Ricky Adams (NYS), Bill Casey (NYS),
Dave Lewcon (Uxbridge Con Com, Pout Pond)

Called to order at 5:05pm.

The board reviewed the minutes from the prior meeting (12/18/13)
AJ made a motion, Joe seconded, and all approved the minutes.

Chuck Scharnagle and Tom Belland met with the board to discuss the Parks's budget and issues with the fields. They stated that they were not happy with the current status of the fields in Mendon. They also expressed interest in increasing the Parks Dept. budget. Mark Reil asked them what specific issues that would like to see addressed. Items mentioned included: lights, paving the Millville St lot, electronic scoreboards, and better fertilization/grub control. Joe and Mark explained how the Parks budget is determined and that we are basically level funded. Joe also explained that the Dept's responsibilities extended beyond baseball fields. Mark explained the CPA and mentioned that any citizen was eligible to apply for funding. Dan asked Tom and Chuck to communicate any field issues to him so they can be addressed in a timely manner. Dan will also talk to Diamond (fertilization co.) to discuss the grub problem.

Steve Orff discussed the proposed Nipmuc Youth Softball (NYS) project at Lowell field. The current proposal was to renovate the infield and create a new "t-ball" field pending the availability of water at the softball shack. At one point they were told they could "tap-off" the existing beach line. After some research Dan determined that the cost to connect the softball shack would be $11,900 and it would be cheaper to install a new well.

After discussion it was determined that both Parks and NYS should jointly file an application for CPA funding. NYS will contribute the $10,000 for the field renovations and they will ask CPC to fund the cost of installing the well. Dan will work on the application and check with Steve before submitting it.

The board also discussed alternative locations for the proposed new "T-Ball" field. Steve suggested the outer right field [of Lowell] as a possibility. The board asked him to mark it out when the snow thaws.

The board discussed NYS' field use request.
Joe made a motion, AJ seconded and all approved.

Dave Lewcon met with the board to discuss combining lesson programs with Pout Pond in Uxbridge. He stated that their program is taking up too much of their efforts and he feels that it is competing with ours. He proposed that Uxbridge will cancel their lesson program and instead promote Mendon's. In exchange Mendon Parks will offer the same "resident" rate to Uxbridge Residents.

Joe made a motion to offer Uxbridge, MA residents the same rate as Mendon Residents, AJ seconded, and all approved.

The board discussed the rates for the Summer 2014 swim lesson program. They agreed to leave them the same ($65/child for Mendon/Uxbridge Residents, and $75/child for non-residents) They also reviewed the 2014 Lesson registration (**EXHIBIT A)**

Joe motioned, AJ seconded, and all approved.

Dan asked the board to review the 2014 Kids'N'Us Rec Program registration and policies. (**EXHIBIT B)** They agreed also leave the Rec Program fees the same ($150/wk, $40/day)

Joe motioned, AJ seconded, and all approved.

Dan went over the updated policies including "make-up days" and new regulations regarding Christian's Law and lifejackets. Dan also mentioned that the board should ask Town Council to review their forms and liability waivers. The board agreed. Dan will submit the paperwork to Diane to send to Town Council.

AJ left the meeting at 6:30pm.

Dan updated the board on the hiring process for 2014. There are several employees interested in returning and several new applicants. No one has applied for the Snack Shack position, and we still need 2 more lifeguards.

The board discussed the Maintenance Supervisor position. Dan informed the board that Jim may take an offer to work full-time for Highway. If this happens the board needs to have a backup plan. Mark offered to look into the matter and see what was happening. Joe mentioned that it might make more sense to keep Jim for this summer to give parks time to find a replacement.

The board discussed the baseball concession stand. Baseball wants Parks to take over their concession stand. Joe stated that he was willing to give it a shot for one year to see if it is viable. Dan stated that there may be an issue in receiving a Health Permit. He will discuss with the Board of Health for more information.

Dan stated that he is still waiting on a quote from Blackstone Valley Locks on the re-keying project.

Items not anticipated 48 hours prior to the meeting:

The Board discussed the field use request from the Blackstone Valley Community Concert Band. They received a grant for the 3rd year from the Mendon Cultural Council to perform at the Pavilion in Memorial Park. **Ethics: Dan disclosed that he was a member of this volunteer, non-profit group.** The Board stated that they would not charge a use fee.
Joe made a motion, Mark stepped down and seconded, and both approved.

Dan discussed possible advertising ideas for the summer programs. Joe mentioned the possibility of adding signs on the entrances to Taft Ave. and Millville St. Dan also mentioned a plan to replace the Beach Rules Sign.

The meeting was adjourned at 6:50pm

Mendon Parks Department
Swim Lesson Program
Registration DRAFT

Child's Name: _____ Date of Birth: _____

Address: _____ City: _____

Parent/Guardian's Name: _____

Phone: _____Email Address: _____

Indicate below the session you would like to sign up for. All lessons are **45 minutes** in length. Lessons run Monday through Thursday, with Friday used as a make up day in case of inclement weather. Please be aware that class size is limited and availability is on a first come basis.
Session will be reserved when payment is received in full.

Session I: *July 8 – July 18*	*Paid*
9:00 - 9:45 AM – **Level 3**____ or **Level 5**____ 10:00-10:45 AM – **Level 2**____ or **Level 4**____ 11:00-11:45 AM – **Level 6**____ or **Level 1**____	
Session II: *July 22 – August 1*	*Paid*
9:00 - 9:45 AM – **Level 3**____ or **Level 5**____ 10:00-10:45 AM – **Level 2**____ or **Level 4**____ 11:00-11:45 AM – **Level 6**____ or **Level 1**____	
Session III: *August 5 – August 15*	*Paid*
9:00 - 9:45 AM – **Level 3**____ or **Level 5**____ 10:00-10:45 AM – **Level 2**____ or **Level 4**____ 11:00-11:45 AM – **Level 6**____ or **Level 1**____	

- Session rate: **$65** per child per session for **Mendon & Uxbridge Residents***

  $75 per child per session for **Non-Residents**

  Please make checks payable to the **Mendon Parks Department.**
- All payments are due one week prior to the week your child will be attending to ensure a spot will be held.
- All payments are **Non-Refundable**.
- Lesson will only be cancelled in the event of severe weather (Pouring Rain, Thunder)
- All make-up lessons (due to inclement weather) will be held on the **Fridays** your child is in session.
- They will follow the same time frame as your child's original lesson.
- Any child under the age of 12 must be accompanied by a parent or guardian during the lesson program.

Cancellations will be emailed and posted to our Facebook and Twitter

www.facebook.com/MendonParks – @MendonParks

Like us on Facebook

Mendon Parks Department
Swim Lesson Program
Emergency Information Form

Child's Name: _____ Date of Birth: _____

Address: _____ City: _____

Phone:(Cell Prefered): _____ Email Address: _____

List two persons to contact in case of emergency;
Someone who will be available to pick up your child

First Contact's Name: _____ Work Phone: _____

Address: _____ Cell Phone: _____

Relationship to child:_____

Second Contact's Name: _____ Work Phone: _____

Address: _____ Cell Phone: _____

Relationship to child:_____

Insurance and Medical Information

Insurance Company: _____ Policy #:_____

Physician's Name: _____ Phone:_____

Known Medical Conditions:_____

Consent for Medical Treatment of a Minor

As parent or legal guardian of the above named child, I hereby give my consent for emergency medical care prescribed by a duly licensed Physician. This care may be given under whatever conditions are necessary to preserve life, limb or well being of my dependent.

Parent/Guardian Signature:_____ Date:_____

PLEASE RETURN THIS FORM WITH PAYMENT TO:

Mendon Parks Department
20 Main Street
Mendon, MA 01756

General Liability Waiver

The Mendon Parks Department staff members make every effort to conduct safe programs, to orient and support children, and to inform families of inherent risks. Some activities may involve risks that children do not routinely encounter at home. Risk management is an essential element of all the activities offered. While we anticipate that these efforts will ensure the wellbeing of each child, we are also aware that it is neither possible to foresee every contingency nor to eliminate all risk.

I understand that program activities may include, but are not limited to: hiking on uneven terrain, playing active games, participating in activities near water, and swimming. The program newsletter, brochure, or information packet will inform you of special activities including field trips and transportation to and from those trips.

Other risks may be inherent in program activities. I acknowledge that such risks exist, and I hereby agree on behalf of my child to assume such risks. Further, on behalf of my child, I hereby release and forever discharge, and agree not to sue, and agree to indemnify and hold harmless the Town of Mendon and the Mendon Parks Department and its officers, directors, employees, and volunteers and each of them, from and against any and all liabilities and obligations of every kind and description, which I shall or may have against them or any one or more of them arising out of, or in connection with, my child's participation in the Mendon Parks Department's programs and activities, including, but not limited to, for any personal injury that my child may suffer while participating in the Mendon Parks Department programs and activities, excepting in the case of gross negligence.

I understand and agree on behalf of my child that my child shares the responsibility for safety during Mendon Parks Department programs and activities, and I personally assume on behalf of my child that responsibility. I understand and certify that my child's participation in the Mendon Parks Department programs and its activities is completely voluntary, and that I have become familiar with the program activities in which my child may participate, as described in the Agreement of Terms or camp newsletter, brochure, or information packet.

Parent/Guardian Signature _____ Date_____

Mendon Parks Department
Kids 'N Us Summer Program
Registration 2014

Please fill out separate forms for each child.

Child's Name: _____ Date of Birth: _____

Address: _____ City: _____

Parent/Guardian's Name: _____

Phone: _____ Email Address: _____

Program hours are **8:00 am – 4:00 pm** Monday – Friday.

	Date	Theme	M	T	W	Th	F	Lunch Y/N	Paid
1	June 23 - 27	Camp Carnival							
2	June 30 – July 3* **($120 for week)**	Holiday Week							
3	July 7 - 11	Animal Planet							
4	July 14 - 18	Inventor's Workshop							
5	July 21 - 25	Medieval Knights							
6	July 28 - Aug 2	Sports Extravaganza							
7	August 4 - 8	Nature Explorer's							
8	August 11 - 15	Mad Science							
9	August 18 - 22	Game Show Mania							

***Closed July 4**

Weekly rate: **$150/week**

Daily rate: **$40/day**

Lunch is available at an additional cost of **$5/day** or **$25/week.**

Make checks payable to the **Mendon Parks Department**.

Full payment due PRIOR to your child's first day.

- Open to children entering Kindergarten through 8th grade in the fall of 2013
- All Field Trips are **included** in the cost.
- Swimming Daily (weather permitting)
- All payments are **Non-refundable**.

Like us on Facebook

www.facebook.com/KidsNUsRecreationProgram

Kids ’N Us Rules and Policies

Attendance & Illness Policy

All payments are NON REFUNDABLE. In case of illness we will allow up to 3 make-up days per child per season. Additional absences or extenuating circumstances will be handled on a case-by-case basis by the Parks Board.

Initial:_____

Late Pick-up Policy

The Kids ’N’ Us Recreation program ends at 4pm. We ask that you plan your departure from work to allow time for unforeseen traffic or other delays, and that you arrange for an authorized person to pick up your child(ren) if delays are severe. The person who picks up the child at the end of the day will be asked to sign an acknowledgement of his/her arrival time, and late charges will be determined according to that time. This policy is in effect for the entire time your child is enrolled, with "late pick-ups" accumulating from the child's entrance until the child's withdrawal from Kids ‘N Us Recreation Program.

Fee Schedule:

1st offense: 4:15pm-4:30pm - $10, $1/min after 4:30pm
2nd offense: 4:05pm-4:15pm - $15, $1/min after 4:15pm
3rd offense: $2/min after 4:05pm

All late pickup fees must be paid in full before your child may return to the program.
They can be paid in cash or check made out to the Mendon Parks Dept.

I understand the Kids ‘N Us Recreation Programs late pick up policy and agree to pick up my child by **4pm** or pay any applicable fees according to the charges listed above.

Initial:_____

Swimming Policies

In accordance with Christian’s Law (MLG c. 111, §127A½) Cost Guard approved PFD’s (Personal Flotation Devices) are available for children that are non-swimmers* or at-risk swimmers. Children may also bring their own Coast Guard approved PFD’s. The Mendon Town Beach DOES NOT allow other flotation devices (water wings, noodles, etc.) other than Coast Guard approved devices.

All program participants will be swim tested at their first swimming session to assess their swimming abilities.

Initial_____

My child must wear a PFD at all times while swimming. **Yes**___ **No**___

My child has my permission to swim past the shallow docks (4ft deep) **Yes**___ **No**___

My child **is not** a “non swimmer*”and has my permission to swim to the far dock. **Yes**___ **No**___
(Water is approximately 8-14ft deep and lifejackets are not allowed at the far dock)

**a “non-swimmer” is someone who is unable to complete Level 3 of the Red Cross’ Swim Lesson Program.*

Food & Beverage Policies

Morning and afternoon snacks are included. Lunch may be purchased from the Snack Shack or brought from home. Children will be allowed to purchase **one** additional lunch item and **one** additional snack item from the Snack Shack. Please do not send your children with large amounts of money, as they will be unable to make additional purchases.

My child has a food allergy. (*Specify:*_____) Yes___ No____

Initial:_____

Sunscreen Policy & Procedures

I give permission for the Kids 'N Us recreation staff to help apply sunscreen to my child and understand the following:

1. Sunscreen should be applied in the morning, before my child arrives at Kids 'N Us.
2. Each child needs his/her own bottle of sunscreen. Please put name of child on bottle.
3. Children will apply their own sunscreen (with staff assistance).
4. Kids 'N Us suggests nightly baths to remove sunscreen before bedtime.

Initial:_____

Field Trips

All field trips are included. Attendance is mandatory for everyone signed up for the day. Transportation will be provided by bus. A permission slip will be sent home the week before.
The deadline to sign up for field trips is 4pm Friday the week before.
Late sign-up's will permitted at the discretion of the Recreation Director.

Initial:_____

Publicity Waiver

We may take pictures/video of your children for publicity purposes. We **will not** post your child's name or identifying information along with these photos/videos. I give my consent for the Mendon Parks Dept. to post photos or videos of my child in print, on their website or social media outlets.

Yes___ No____

I have read, understand, and agree to the policies outlined here:

Parent/Guardian Signature _____ Date_____

General Liability Waiver

The Mendon Parks Department staff members make every effort to conduct safe programs, to orient and support children, and to inform families of inherent risks. Some activities may involve risks that children do not routinely encounter at home. Risk management is an essential element of all the activities offered. While we anticipate that these efforts will ensure the wellbeing of each child, we are also aware that it is neither possible to foresee every contingency nor to eliminate all risk.

I understand that program activities may include, but are not limited to: hiking on uneven terrain, playing active games, participating in activities near water, and swimming. The program newsletter, brochure, or information packet will inform you of special activities including field trips and transportation to and from those trips.

Other risks may be inherent in program activities. I acknowledge that such risks exist, and I hereby agree on behalf of my child to assume such risks. Further, on behalf of my child, I hereby release and forever discharge, and agree not to sue, and agree to indemnify and hold harmless the Town of Mendon and the Mendon Parks Department and its officers, directors, employees, and volunteers and each of them, from and against any and all liabilities and obligations of every kind and description, which I shall or may have against them or any one or more of them arising out of, or in connection with, my child's participation in the Mendon Parks Department's programs and activities, including, but not limited to, for any personal injury that my child may suffer while participating in the Mendon Parks Department programs and activities, excepting in the case of gross negligence.

I understand and agree on behalf of my child that my child shares the responsibility for safety during Mendon Parks Department programs and activities, and I personally assume on behalf of my child that responsibility. I understand and certify that my child's participation in the Mendon Parks Department programs and its activities is completely voluntary, and that I have become familiar with the program activities in which my child may participate, as described in the Agreement of Terms or camp newsletter, brochure, or information packet.

Parent/Guardian Signature _____ Date_____

Mendon Parks Department
Kids 'n Us Summer Program
Emergency Information Form

Child's Name: _____ Date of Birth: _____

Address: _____ City: _____

Phone:(Cell Prefered): _____ Email Address: _____

List two persons to contact in case of emergency - Someone who will be available to pick up your child
ONLY THOSE LISTED ON THIS FORM WILL BE AUTHORIZED TO PICK UP YOUR CHILD

First Contact's Name: _____ Work Phone: _____

Address: _____ Cell Phone: _____

Relationship to child:_____

Second Contact's Name: _____ Work Phone: _____

Address: _____ Cell Phone: _____

Relationship to child:_____

Insurance Information
Physician's Contact and Allergy Information

Insurance Company:_____ Policy #:_____

Physician's Name:_____ Phone:_____

Does your child have any allergies or medical conditions we should know about?

_____

Consent for Medical Treatment of a Minor

As parent or legal guardian of the above named child, I hereby give my consent for emergency medical care prescribed by a duly licensed Physician. This care may be given under whatever conditions are necessary to preserve life, limb or well being of my dependent.

Parent/Guardian Signature:_____ Date:_____

PLEASE RETURN THIS PACKET WITH PAYMENT TO:

Mendon Parks Department
20 Main Street
Mendon, MA 01756

Sample Daily Lunch Menu
$5.00

Morning snack Items may include Oreos®, Cheese-Its®, Crackers, Cookies, etc.
Some of them may contain nuts, gluten or other allergens.

If your child has a food allergy please let us know. We may be able to offer alternative options to the ones listed below.
Nutritional information is available on request by contacting the Parks Dept.

First Name:_____		**Last Name:_____**	
Date:_____			
Lunch (pick one)			
	Hotdog	**Shade in box next to items you select.**	
	Corndog		
	Hamburger		
	Cheeseburger		
	Grilled Cheese		
	Sandwich: **PBJ** or **PBF** or **PB**		
Side (pick one)			
	Regular		
	Sour Cream & Onion		
	BBQ		
	Cheese Curls		
	Cheese Doritos		
	Cheetos		
Drink (pick one)			
	Pepsi		
	Diet Pepsi		
	Mountain Dew		
	Orange Soda		
	Root Beer		
	Sierra Mist		
	Ginger Ale		
	Gatorade **(**Specify **Red** or **Blue)**		
	Apple Juice Box		
	Water		
Snack Shack - KEEP THIS SLIP			
Name:_____ Date:_____			
Paid w/ **CASH**			
Paid w/ **CAMP FEE**			
Employee Lunch			

SAMPLE

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Thursday, March 20th, 2014
TIME OF MEETING: 5:00 pm
LOCATION OF MEETING: Planning Board Room, Town Hall
20 Main St. Mendon, MA

PARKS 3/20/14 AGENDA

1. Call to order
2. Approve Prior Minutes
3. Baseball Concession Stand
4. Consider lifeguard applications
5. Consider maintenance crew applications
6. Discuss AED Grant
7. Discuss softball water project
8. Consider Mendon/Upton Youth Soccer Assoc. Field Use Request
9. Items not reasonably anticipated 48 hours in advance of the meeting.
10. Adjourn

Mark Reil
Chairman

Joe Flaherty
AJ Byrne

TOWN OF MENDON

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

Meeting Date: 3/20/14
Meeting Location: B3 Planning Board Room, Town Hall
Minutes Approved: 4/2/14

Members Present: Mark Reil, Joe Flaherty, AJ Byrne
Parks Clerk: Daniel Byer

Called to order at 5:05pm

Joe motioned to approve the minutes from 2/27/14, and AJ seconded, all approved.

The board discussed taking over the Pazella Field (Baseball) concession stand. Concernes were brought up regarding staffing, profits, and cleaning. Dan stated that he was concerned about the amount of work that would be required to get the facility set up. Several alternatives were discussed and ultimately the board agreed to work with Junior Baseball to find someone to run the stand.

The board discussed the Parks Maintenance Supervisor position. They discussed possible replacements for Jim. Dan mentioned that Jim thought Erich Slagal was a possibility. The board asked Dan to contact Erich and set up an interview at the next meeting.

The board also reviewed the applications for the lifeguard and maintenance positions. They agreed to set a date for interviews on 4/2/14. They also reviewed the list of returning employees.
Applications on file in Parks Office
Lifeguards: Amelia Tober, Carly Thibodeau, Christina Curtis.
Maintenance Saff: Drew Salvaggio, Scott Hubener, Jason Wood, and Tyler Cameron.

Dan announced an AED grant from the state. He explained how the grant works and asked if the board was interested. With the grant the cost of an AED would be around $1,000. Dan will contact the local sports groups and see if they are interested. (**Exhibit A)**

Dan updated the board on the status of the Softball Water project. He explained that he had concerns about installing a new well because of DEP regulations. If the board installed a new well it will not be usable for drinking water or the concession stand, only irrigation. He recommended that the board consider the plan to upgrade the existing public water supply system instead. Joe and Mark stated that there was no intention to use the well for anything other than irrigation and softball had

agreed to that as well. The board decided to go ahead with the installation of a new well. Dan stated that he would look into options for connecting to a future sprinkler system

The board reviewed and approved Mendon Upton Youth Soccer Association's field use request. *(Field Use Requests on file in Parks Office)* Joe asked Dan to contact the Men's Soccer league to confirm their field use needs.

Dan stated that the Mendon Unitarian Church regarding possible conflicts with Summerfest. AJ said that he was not aware of any plans for a 2014 Summerfest. The board briefly discussed another "Beach Blast" opening day event.

Dan updated the board on the tennis and basketball court resurfacing projects. Hs stated that the Basketball project would be on the Annual Town Meeting Warrant. Dan will invite Jim Arnold from Sport Court NE to the 3/31 CPC meeting to discuss the tennis court project.

Dan updated the board on the Re-Keying project. The estimate from Blackstone Valley Locks was $2,500. The board gave their preliminary approval. Dan will meet with BV locks to get a final quote. As part of the ADA upgrades to the Parks the front door and bathroom of the Beach House will be taken care of.

AJ wanted to discuss possible names for the T-Ball field. Dan mentioned that there are several facilities without names. AJ will explore the option further.

Mark asked about the project to install signs pointing people towards the beach. Dan stated that Signs Plus in Milford can get 18x24 metal road signs for $71/ea. He also got an estimate for a sign to enter Memorial Park off of Millville St. This sign would be similar to the "Entering Mendon" Signs. The cost is between $500-$1,000. Dan will look into locations for the signs and check with Alan.

The meeting was adjourned at 6:30pm.

The Commonwealth of Massachusetts
Executive Office of Public Safety and Security
One Ashburton Place, Room 2133
Boston, Massachusetts 02108
Tel: (617) 727-7775
TTY Tel: (617) 727-6618
Fax: (617) 727-4764
www.mass.gov/eops

Deval L. Patrick
Governor

Andrea J. Cabral
Secretary

AUTOMATED EXTERNAL DEFIBRILLATOR (AED) GRANT
EPS FY14 AED

FY14 GAA - Chapter 38 of the Acts of 2013

1599-7105
For a reserve for 1-time grants for the purchase of automated external defibrillators; provided, that applicants may include municipalities and school districts, including regional school districts, for use in schools, senior centers and senior housing complexes; provided further, that grants shall be made available in the form of 50 per cent matching grants to be administered by the executive office of public safety and security; provided further, that grants may include matching funds for training in the use of the equipment and cardiopulmonary resuscitations; provided further, that local matching funds may be provided through the municipality or school district by local appropriation or through donations from nonprofit organizations or individual, corporate or foundation gifts; and provided further, that nothing in this item shall limit the ability of the executive office of public safety and security to obtain the equipment through a bulk purchase arrangement to maximize the number of grants that may be made with these funds … $250,000

Eligible Applicants:

- Municipalities
- School Districts (including regional school districts)
- Senior Centers
- Senior Housing Complexes

Grant Summary:

- One-time reimbursable grant
- Eligible applicant shall be reimbursed for 50% of the cost of AEDs (up to $10,000)
- As funding is limited, reimbursement under the AED grant program is available on a first-come, first served basis
- Each applicant is eligible to receive up to $10,000 in reimbursements

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AED Grant Application Process:

- A cover letter from the organization's purchasing agent stating:
  - Intent to apply
  - Number of AEDs to be purchased
  - Estimated amount of reimbursement (reimbursement is 50% of the cost of the device)
- EOPSS will confirm funding availability for the applicant and send contract to be signed by the authorizing signatory
- Applicant will have 30 days from EOPSS dated letter to purchase AED, sign/return contract and submit copy of receipt of purchase
- All applicants must submit the following documents in order to receive reimbursement:
  - Cover letter
  - Signed contract within 30 days of EOPSS letter
  - Copy of receipt of purchase within 30 days of EOPSS letter

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Deadlines:

- Letters of intent are now being accepted. Since this is a first come, first serve grant process, applicants are encouraged to apply as soon as possible
- Deadline for letters of intent is 4pm (EST) May 2nd, 2014
- Deadline to return all required documentation to EOPSS for reimbursement June 6th, 2014

Address for Letters of Intent:

Executive Office of Public Safety and Security
ATTN: Michelle Small, CFO
One Ashburton Place, Suite 2133
Boston, MA 02108

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Thursday, March 27th, 2014
TIME OF MEETING: 5:00 pm
LOCATION OF MEETING: Planning Board Room, Town Hall
20 Main St. Mendon, MA

PARKS 3/27/14 AGENDA

1. Call to order
2. Approve Prior Minutes
3. Meet with Alan Teatrault to discuss shared maintenance supervisor position
4. Interview Summer Employees
5. Items not reasonably anticipated 48 hours in advance of the meeting.
6. Adjourn

Mark Reil
Chairman

Joe Flaherty
AJ Byrne

TOWN OF MENDON

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

Meeting Date: 3/27/14
Meeting Location: B3 Planning Board Room, Town Hall
Minutes Approved: 4/10/14

Members Present: Mark Reil, Joe Flaherty
Parks Clerk: Daniel Byer

Called to order at 5pm

The board interviewed candidates for the 2014 summer season.

5pm – Carly Thibodeau - Lifeguard

Joe explained the program. She said she was interested in the position because she likes working with kids and it sounded like a fun job. She stated that she was familiar with Mendon's Programs because she had attended lessons there. She has been involved with the Milford Stingray's swim team for 6 years. She has also helped teach a Stroke clinic through Milford's Community Use program. She asked several questions about the policies and procedures of the Mendon Beach. She asked about the ratio of staff to patrons, dock safety policies, and how the rec program was supervised in the water. She confirmed her summer availability including one vacation and her start and end dates. She stated that her practices for swim team wouldn't interfere with her work schedule.

5:15pm – Amelia Tober – Lifeguard

Joe explained the program. Amelia stated that she was interested in being a lifeguard. She discussed her experience and previous jobs. She has some experience working at a camp. Dan asked if, based on her foodservice experience, she would be interested in working a few shifts in the snack shack and she said yes. She had a valid lifeguard certification. The board confirmed her summer availability and Amelia stated that she was not taking any vacations. She asked about any orientation stating that she was away for college and would return in May. The board suggested that if hired she might be able to help with the set-up activities at the beach.

5:30pm

The board briefly discussed the hours for the lifeguard positions.

5:45pm – Scott Hubener – Maintenance

Scott attends school in western MA and was not able to be at the interview in person. This interview was held over Skype. Joe noted that this was the first "Skype interview" in the Parks Department history. The board asked Scott why he was interested in the position. He stated that he knew a few members of the crew and has some experience cutting lawns. He stated that it sounded like a fun job. Joe reminded him that the maintenance job is often dirty and hard work and Scott agreed. Scott said that he was available to start in May.

6pm – Drew Salvaggio - Maintenance

Joe asked Drew why he was interested in the job. Drew stated that he has some experience cutting lawns and liked working outside. He said he knows most of the current crew as well. He stated that Parks should hire him because he was in good shape, knows the crew, and enjoys landscaping jobs.

6:15pm

The board reviewed the applicants and stated that they would make a final decision at the 4/2/14 meeting after all the interviews. They will also set the pay rates at the 4/2 meeting.

Joe and Mark discussed Jim Ethier's salary as Parks Maintenance Supervisor. Joe had met with Alan prior to the meeting. Alan stated that Jim now holds his hydraulics license in addition to his CDL. He says that Jim is one of his best guys. Mark expressed his concerns that the board had already decided to set Jim's pay at $15 until a review on 7/1. They agreed that if Erich Slagal is brought on as the new supervisor he will not need much training. Dan mentioned that Jim was going to be shared between the 2 departments. Dan stated that he had budgeted Jim to work 40 hours starting 4/1/14 through 6/30/14 and there was enough money to cover the salaries.

Joe motioned to set Jim's pay as the Parks Maintenance Supervisor at $17.64/hour starting 4/1/14 through 7/1/14 and Mark stepped down and seconded. All approved.

Items not anticipated 48 hours prior to the meeting:

Mark asked Dan to contact Dave Lewcon about promoting the swim lessons and rec. program.

Dan updated the board on the sign project. Mark stated that the island at Millville St/Rt. 16 was state land. Dan said that he would talk to Alan.

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Wednesday, April 2nd, 2014
TIME OF MEETING: 5:00 pm
LOCATION OF MEETING: Planning Board Room, Town Hall
20 Main St. Mendon, MA

PARKS 4/2/14 AGENDA

1. Call to order
2. Approve Prior Minutes
3. Meet with Alan Teatrault to discuss shared maintenance supervisor position
4. Interview Summer Employees
5. Hire and set pay rates for Summer Employees
6. Mendon Senior Baseball Field Use
7. Mendon Junior Baseball Field Use
8. Items not reasonably anticipated 48 hours in advance of the meeting.
9. Adjourn

Mark Reil
Chairman

Joe Flaherty
AJ Byrne

TOWN OF MENDON

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

Meeting Date: 4/2/14
Meeting Location: B3 Planning Board Room, Town Hall
Minutes Approved: 4/10/14

Members Present: Mark Reil, Joe Flaherty
Parks Clerk: Daniel Byer

Called to order at 5:30 pm

Interview – Tyler Cameron - Maintenance
The board interviewed Tyler Cameron for the position of Maintenance Crew. He stated that he previously worked for Bellingham MA DPW. He worked there for 2 years. He was looking for a change because they did not offer him enough hours. Joe went over the jobs and duties of the position. Tyler said it sounded very similar to his previous job. He said he was a "team leader" on certain areas. He also liked the idea of working for a smaller crew. He has no vacations planned and can start after 5/16/14.

Interview - Erich Slagal – Maintenance Supervisor
The board interviewed Erich Slagal for the position of Maintenance Supervisor. He said he has been working for the parks dept for 7 years now. Joe and Mark explained the current situation with Jim leaving for highway and the need to replace him. Erich said he has the experience to run the maintenance crew. He has no vacations and can start part time on 5/4/14 and full time after 5/11/14.

The Board discussed the rates of pay for the new employees. **Joe made a motion to hire Tyler Cameron as a Maintenance Crew Member at $9.50/hr, Carly Thibodeau and Amelia Tober as lifeguards at $9.00/hr, and promote Erich Slagal to the position of Parks Maintenance Supervisor on July 1st at a rate of $15/hr. Mark stepped down as chair and seconded, all approved.**

Returning Employees
The board asked Dan to send out letters to all the new and returning staff. They agreed to set the returning members rates of pay at the next meeting. *Dan will send letters to all staff.* The board discussed possible raises for returning members. Joe reviewed Parks' standard policy of giving $0.50 raises every year to returning employees. Dan suggested that the Parks dept look into setting up "steps and grade" system to formalize their pay rates. Mark stated that this was something the town was also looking into but the current system starts much higher than parks rates. Dan said that there should be salary caps for all the positions and the board agreed.

Parks Maintenance Supervisor Position
The board discussed the Parks Maintenance Supervisor Position. There is some concern that Jim is working for Highway while being paid by parks. Mark stated that that was the idea of the shared position. Joe and Dan discussed possible things that Jim can do for parks right now before the fields dry out. Mark and Joe agreed to limit Jim's hours to 32 a week until further notice. *Dan will inform Jim.*

CPA Irrigation
The board discussed a possible irrigation system at Veteran's Park. It was recently determined that CPA money can be used to fund irrigation. *Dan will contact Len Krygsman from WCS to discuss a possible collaboration.*

Field Use
Mark approved Mendon Upton Senior Baseball and Mendon Upton Junior Baseball's requests for field use.

Parks/Beach Signs
Dan said that the Parks Department was exempt from the town's sign by-law. Alan has suggested purchasing green street signs at Millville and Taft.

Joe made a motion to approve the minutes of the meetings on 3/27/14 and 4/2/14. Mark Stepped Down as chair and seconded, all approved.

The meeting was adjourned at 6:55pm.

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Thursday, April 10th, 2014
TIME OF MEETING: 5:00 pm
LOCATION OF MEETING: Planning Board Room, Town Hall
20 Main St. Mendon, MA

PARKS 4/10/14 AGENDA

1. Call to order
2. Approve Prior Minutes
3. Meet with Jim Ethier to discuss Parks Maintenance Supervisor Job
4. Approve returning summer staff and pay rates
5. Meet with Junior Baseball – Fertilization
6. Discus field use priorities
7. Discuss AED Grant
8. Discuss softball water project
9. Items not reasonably anticipated 48 hours in advance of the meeting.
10. Adjourn

Mark Reil
Chairman

Joe Flaherty
AJ Byrne

TOWN OF MENDON

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

Meeting Date: 4/10/14
Meeting Location: B3 Planning Board Room, Town Hall
Minutes Approved: 4/30/14

Members Present: Mark Reil, Joe Flaherty, AJ Byrne
Parks Clerk: Daniel Byer
Others: Phil Black – Junior Baseball

Called to order at 5:30 pm

Junior Baseball

The board met with Phil Black from Junior Baseball. He stated that baseball was interested in working with the dept on the field fertilization. Dan stated that they were still looking into quotes. He also said that they were going to apply a grub control treatment to the Veteran's field. Baseball would like the dates of the fertilization treatments.

He stated that the fence on Grant field that was approved at the 10/2/13 meeting will be started on 4/11/14. Baseball will also fix the grass where they installed a drainage system.

Junior Baseball is also requesting a break on their field use fees in lieu of the capital improvements they have made to Grant field (Drainage and Fence).

Junior Baseball was also interested in Softball's proposed new T-Ball field. *Dan will inform Junior Baseball of the plans.*

Parks Maintenance Supervisor

The board met with Jim to discuss parks maintenance. Joe explained what happened with the budget and that they needed to limit his hours to 32 a week instead of 40 for the first few weeks. Jim stated that Alan may have money to make up the difference. Jim mentioned they need a new leaf blower and a new mower canopy. *Dan will look into quotes.*

The board and Jim discussed the following maintenance projects:

- Fix Millville St dirt parking lot
- Pave the entrance to the Millville lot
- Install the new playground plaque
- Possible repairs at Locust Hill Cemetery

Dan updated the board on the following projects:
Keys – Meeting with BV Locks on Mon 4/14
Signs – Will call MA DOT to find out about fees for signs on Rt 16
Parks Entrance Sign – Possible Eagle Scout Project
Founder's Park Eagle Scout Proposal - Possible eagle scout project to redo platform at founder's park. Scout will make formal proposal to board at a future meeting
AED Grant - Dan is finding out if any of the sports groups are interested.

2014 Summer Staff:
The board discussed the pay rates on the summer staff.
AJ made a motion to hire the 2014 summer staff and set their pay rates as follows:

Position	Name	2014 Rate / Hour
Parks Maintenance Supervisor	Jim Ethier	$17.64
Assistant Parks Maintenance Supervisor	Erich Slagal	$13.00
Maintenance Crew Member	Scott Flaherty	$10.50
Maintenance Crew Member	Andrew Calzone	$11.00
Maintenance Crew Member	Tyler Cameron	$9.50
Recreation Program Director	Alan DeAngelis	$17.00
Recreation Program Counselor	Jackie Welch	$11.50
Snack Shack Employee	David Byer	$10.50
WSI Lifeguard	Nick Herd	$11.00
WSI Lifeguard	Sam Morin	$11.00
Lifeguard	Matt Bedard	$9.50
Lifeguard	Jen Morin	$9.25
Lifeguard	Amelia Tober	$9.00
Lifeguard	Carly Thibodeau	$9.00

Mark stepped down as Chair and seconded. AJ and Mark approved. Per MA Ethics Conflict of Interest Laws Joe abstained from this vote.

Joe made a motion to approve the prior minutes from 4/2/14 and AJ seconded. All approved.

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Wednesday, April 30th, 2014
TIME OF MEETING: 6:00 pm
LOCATION OF MEETING: Planning Board Room, Town Hall
20 Main St. Mendon, MA

PARKS 4/30/14 AGENDA

1. Call to order
2. Approve Prior Minutes
3. Discuss Parks Maintenance Supervisor Position
4. Review Applicants for Rec. Program Position and Lifeguards
5. Discuss Mendon Junior Baseball Field Use Fee
6. Discuss Mendon Senior Baseball Field Use Fee
7. Consider field use request Mendon Senior Basketball
8. Consider approving contract with Diamond Athletic for fertilization
9. Discuss Advertising for summer programs
10. Set opening date for beach and beach blast
11. Discuss planned capital improvements as follows:
    a. Directional signs for beach
    b. New Ride-On Mower Canopy
    c. Backpack Leaf Blower
    d. Display cases for beach signs
    e. Replace swings at beach
    f. Repair guard rail/fence around basketball court
    g. Memorial Park electrical repairs
    h. Pavilion lighting
    i. Pave entrance to Millville St. Lot
12. Discus Softball Water Project
13. Items not reasonably anticipated 48 hours in advance of the meeting.
14. Adjourn

Mark Reil
Chairman

Joe Flaherty
AJ Byrne

TOWN OF MENDON

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

Meeting Date: 4/30/14
Meeting Location: B3 Planning Board Room, Town Hall
Minutes Approved: 5/20/2014

Members Present: Joe Flaherty, AJ Byrne
Parks Clerk: Daniel Byer
Others: Representatives from Junior and Senior Baseball

Called to order at 6:10 pm
Joe and AJ called the meeting to order without Mark and Joe agreed to ask at the temporary chair.

AJ made a motion to approve Mendon Summer Basketball's field use request, Joe stepped down, and seconded, all approved.

AJ made a motion to approve the prior minutes from 4/10/14 and Joe stepped down and seconded. All approved.

The board discussed the field fertilization contracts. Dan stated that he was unable to find additional quotes because of the size of the fields.

AJ motioned to sign the contract with Diamond Athletic for the 2014 season, Joe stepped down and seconded, all approved.

Dan discussed the options for advertising the summer programs. The board discussed doing 2 inserts in the Mendon Town Crier. One as soon as possible for the summer programs and another in June for the Beach Blast.

Dan will print the flyers and get the ad in the 5/16 Town Crier.

The board also discussed the dates for opening and the beach blast. Dan recommended opening the beach on 6/24 and holding the beach blast on 6/28.

Dan discussed the proposed signage for the Town Beach. It will cost $1,184 to install 2 of the blue state signs on Rt 16. The board agreed to just install signage on Taft/Millville and Taft/16.

Dan will order the signs next week.

Dan presented some maintenance and improvements to the beach and park. The first was ordering new swings for the beach playground ($100) and a new canopy for the ride-on mower

($534). The board approved these purchases. Dan would like to purchase "outdoor display cases" for the rules at the Town Beach. These will allow the summer staff to update things and keep costs down if the rules are changed. The total cost will be around $500. The board agreed that this would be a good solution. The board discussed the proposed electrical repairs to the park and said that he had not heard from Jack Grenga yet.

Dan will order the mower canopy, swings, and display cases.

Dan discussed the re-key project. The total project will cost $4,116. However, a portion of that ($1,000) will be covered by the ADA improvements to the beach.

AJ made a motion to approve the parks re-keying, Joe stepped down and seconded, all approved.

Junior Baseball discussed the capital improvements they made to Grant and Pazella fields. They are requesting a break in their 2014 spring field use fees in lieu of the work they have performed.
Grant Field Outfield Fence - $6,500
Grant Field Drainage - $10,000
Additional improvements to Grant and Pazella infields.

Joe stated that the board does not usually waive field use fee. The field use fees are required to offset the deficit in the Parks Budget to cover the costs of maintaining the fields. He also stated that Mendon was very lucky that the various sports groups have always contributed to the improvements of the fields. He agreed that these improvements went above and beyond normal "maintenance". AJ agreed that these improvements make the parks better.

AJ motioned to waive the $2,130 field use fee for Junior Baseball and Joe stepped down and seconded. All approved.

Mendon Senior Baseball also requested a reduction or waiver of their field use fee. They have been working with Whitinsville Christian Schools to rebuild the infield at Teatrault field. They are also planning on installing a dry-well drainage system as soon as the fields dry up.

AJ motioned to waive the Mendon Senior Baseball's $370 field use fee and Joe stepped down and seconded. All approved.

Mark arrived at 7:10pm. The board updated him on what was discussed.

The board reviewed the maps of the proposed Paddock/D'Alessandro property. The discussed the recreation possibilities.

The meeting adjourned at 8pm.

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Thursday, May 20th, 2014
TIME OF MEETING: 5:00 pm
LOCATION OF MEETING: Planning Board Room, Town Hall
20 Main St. Mendon, MA

PARKS 5/20/14 AGENDA

1. Call to order
2. Approve Prior Minutes
3. Interviews for Lifeguard and Rec Program positions
4. Opening day and Beach Blast Dates
5. Consider request for field use on Grover Field
6. Items not reasonably anticipated 48 hours in advance of the meeting.
7. Adjourn

Joe Flaherty

AJ Byrne
Dan Byer

TOWN OF MENDON

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

Meeting Date: 5/20/14
Meeting Location: B3 Planning Board Room, Town Hall
Minutes Approved: 6/12/14

Members Present: AJ Byrne, Dan Byer
Parks Clerk: Daniel Byer
Others:

AJ and Dan called the meeting to order at 5:10pm.

The board interviewed Josh Stiles for the position of Lifeguard
He has experience working at pools, has no summer conflicts except a 1 week vacation and has experience working with children

The board interviewed Abby Colombo for the position of counselor.
She has babysitting experience, only summer conflict is a 1 week vacation.

The board interviewed Kurt Robakiewicz for the position of counselor.
He attended the Kids'N'Us program several years ago, has experience working at a soccer camp. Only summer conflict is a 1 week vacation

The board interviewed Julie Cavanaugh for the position of lifeguard.
She has swim team experience. She is also getting a waterfront certification.

Dan and AJ discussed the candidates. AJ mentioned that they all had similar qualifications. He expressed a preference for offering jobs to Mendon Residents first. Dan agreed.
AJ made a motion and Dan seconded to hire Abby Colombo as a counselor for the Rec. Program at $8.00/hour and Julie Cavanaugh as a lifeguard at $9.00/hour. Both approved.

Dan and AJ discussed the planned opening of the beach on 6/17. Dan also gave an update on the status of the basketball courts, re-key project, and electrical repairs. They agreed to keep the basketball and tennis courts the same color.

AJ discussed a proposal to name the T-Ball field "Grady Field". The board discussed the process and AJ will talk to the family.

AJ and Discussed the Parks Board representative to the Community Preservation Committee. AJ stated that it was difficult for him to attend their meetings. Dan said he would be interested in being the rep because he had attended their meetings for the basketball and tennis projects.
AJ made a motion, Dan seconded, all approved to appoint Dan as the Parks Board Rep to the CPA.

The board approved the request from Dennis Walsh to use Grover field.

The meeting was adjourned at 6:30pm.

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Thursday, June 12h, 2014
TIME OF MEETING: 5:00 pm
LOCATION OF MEETING: Planning Board Room, Town Hall
20 Main St. Mendon, MA

PARKS 6/12/14 AGENDA

1. Call to order
2. Approve Prior Minutes
3. Discuss Beach Blast
4. Discuss Beach and Summer Recreation Program
5. Consider Evan McWilliams Eagle Scout Project at Founder's Park
6. Consider Nipmuc Youth Football's Field Use Request
7. Consider 508 Athletics Basketball and Tennis Ct. Field Use
8. Discuss Maintenance Crew Hours
9. Items not reasonably anticipated 48 hours in advance of the meeting.
10. Adjourn

Joe Flaherty
Chairman

AJ Byrne
Dan Byer

TOWN OF MENDON

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

Meeting Date: 6/12/14
Meeting Location: B3 Planning Board Room, Town Hall
Minutes Approved: 7/30/14

Members Present: Joe Flaherty, AJ Byrne, Dan Byer
Parks Clerk: Daniel Byer
Others: Chris Berekis, Evan McWilliams, Sue Barnett

The meeting was called to order at 5pm.

The board discussed reorganizing.
AJ made a motion to appoint Joe as chairman, Dan seconded, all approved.

Chris Berekis requested to go first. Nipmuc Youth Football (NYF) is requesting the use of the Memorial Park outfields as a backup location for football. He stated that the damage and overuse that occurred last year was a mistake and would not happen again. They are requesting to use the fields 4-6 times over the season. Joe stated that what happened last year was unacceptable. Chris apologized on behalf of NYF and stated that there was a misunderstanding and one of the teams decided to use the field full time. The board discussed the possibilities of some new field options. Joe stated that they would like to dedicate more field space to the "newer" sports groups like lacrosse and football. Dan suggested that they need to avoid the right field area of Tetreault field as that area is wet and fragile. Joe requested that NYF contact the parks prior to using the fields to prevent damage.

After Chris left there was further discussion and the board decided to charge a $100 fee per use. *Dan will contact Chris.*
AJ made a motion to approved NYF's field use request with a fee of $100 per use, Dan seconded, all approved.

Evan McWilliams presented his Eagle Scout proposal to the board. He is proposing to build a new platform for use at Founder's Park. The current platform is old and falling apart. Evan stated that it is not functional.
AJ made a motion to approve Evan McWilliams Eagle scout proposal and Dan seconded. All approved.

Sue Barnet wanted to discuss the soccer schedule at Grover field. She says that on Sundays games are being held back to back and there is nowhere for anyone to park. The board discussed that

this had been a past issue and the league was asked to space their games out. *Dan will contact MUYSA.*

Sue also asked about who was responsible for maintaining the eagle scout projects like the town signs. *Dan will contact the scouts and find out.*

The board reviewed 508 Athletics field use request. The use fee was discussed.
AJ made a motion to approve and charge $100 per court, Dan seconded, All approved.

The board reviewed Tim Greer's field use request. Joe stated that he needed to provide liability insurance. The form listed Nipmuc High School as the organization. Joe and AJ had concerns that the school could not sponsor an out of season practice for a MIAA sport.
Dan will contact Tim for more information.

Dan reviewed that status off the basketball courts. They are repairing the surface and we are waiting on replacement hoops to be installed. Hopefully the work will be completed by next week.

The old swings in the park are broken. Dan has a price for replacements as well as replacing a swing at the beach. *Dan will order swings.*

The board discussed the summer beach blast. The proposed date (6/21) conflicts with the Upton fireworks. After some discussion the board decided to reschedule the event to July 19th.

Dan mentioned that he had several requests for children who were ageing out of the rec program to attend as Junior Counselors. The board discussed and agreed that there was no need to start a Junior Counselor program because the rec program was so small. There were 2 children that were right on the edge of the upper age limit. The board agreed to allow them to attend this summer. Dan also mentioned he has a request from someone looking for volunteer hours. One possibility would be to run arts and crafts in the mornings during lessons. *Dan will contact for more info.*

The board discussed offering a family discount for the rec program. Joe suggested offering a 10% discount to a family of 3 or more to be used for a future week.

Dan discussed a scheduling problem with the lifeguards. AJ suggested contacting Upton to see if they had any extra guards. *Dan will contact Upton.*

AJ, asked about the signs for the fields. They will go on the backstops to identify the fields.
Dan will talk to Signs Plus and get estimates.

SIGNS

The meeting was adjourned at 6:30pm

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Friday, July 25th, 2014 TIME OF MEETING: 4:30 pm
LOCATION OF MEETING: Mendon Town Beach
45 Taft Ave. Mendon, MA

PARKS 7/25/14 AGENDA

1. Call to order
2. Consider hiring one or more lifeguards on a temporary basis to cover open shifts at the Beach from 7/26/14 through 8/4/14
3. Items not reasonably anticipated 48 hours in advance of the meeting.
4. Adjourn

Joe Flaherty
Chairman

AJ Byrne
Dan Byer

TOWN OF MENDON

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

Meeting Date: 7/25/14
Meeting Location: Mendon Town Beach
Minutes Approved: 7/30/14

Members Present: Joe Flaherty, AJ Byrne, Dan Byer
Parks Clerk: Daniel Byer

The meeting was called to order at 4:40pm.

The board considered hiring Josh Stiles as a lifeguard to cover the open shifts for the weeeek of 7/27. Dan recommended that they offer him $9.50 instead of the regular starting pay of $9 since he was helping out last minute.

Dan made a motion to hire Josh Stiles at a rate of $9.50/hr. AJ seconded and all approved.

Dan updated the board on the status of the summer programs.

The meeting was adjourned at 5pm.

TOWN CLERK STAMP:

NOTICE OF MEETING

BOARD/COMMITTEE NAME: Parks Department
DATE OF MEETING: Wednesday, July 30th, 2014
TIME OF MEETING: 5:00 pm
LOCATION OF MEETING: Parks Building
45 Taft Ave. Mendon, MA

PARKS 7/30/14 AGENDA

1. Call to order
2. Approve Prior Minutes
3. Consider Nipmuc Youth Football's Field Use Request Dates
4. Consider MUYSA Field Use Request
5. Consider amending the Mendon Upton Summer Basketball league's Field Use Request to include Sat. August 8th 9am-5pm for a Fundraiser tournament.
6. Discuss maintenance equipment
7. Update on Summer Programs
8. Discuss signs for Memorial Park Fields
9. Discuss Cable 8 Concerts
10. Consider discounted admissions for swim lesson attendees
11. Discuss 1/2 day price for Kids'N'Us Rec Program.
12. Discuss pavilion vandalism
13. Discuss specs for new tennis courts for bids
14. Items not reasonably anticipated 48 hours in advance of the meeting.
15. Adjourn