

**Marlborough Park and Recreation Commission
Marlborough Town Hall
Regular Meeting
Tuesday, May 18, 2004
7:00 PM**

1. Call to Order

The meeting was called to order by Barbara Lazzari at 7:40 PM. The following Commission members were in attendance: Louise Concodello, Dorothy Foley and Bill Vishnosky.

There was discussion regarding attendance requirements for Commission meetings. Drafting a policy at some time in the future was suggested.

Also Present: Nancy Baker, Park and Recreation Director
Tom Giola, Public Works (8:20-8:40)

2. Recognition of Guests

Dave Lejeune, MYAL (7:40-7:45) and Dave Wagner, MSC (8:15-8:45)

3. Public Comments

Dave Lejeune spoke briefly about the concession stand. There was discussion regarding building, operating and maintaining the building. Mr. Giola also spoke about field maintenance for this season.

4. Acceptance of Minutes

Louise Concodello made a motion to accept the April 20, 2004 minutes with the following corrections:

- Under items 5 and 7.3 change Cheri Covino to Shari Covino.
- Under item 6 the last sentence should read: Executive Session following adjournment for personnel issues.
- Under item 11 insert a 3rd sentence that reads: The public and Board Clerk left at this time.

Dorothy Foley seconded and all were in favor.

5. Review of Correspondence

Letter dated May 4, 2004 from Nancy Baker to community organizations regarding Marlborough Day participation.

6. Additions to Agenda

7.4 Volley Ball Court

7.5 Marlborough Day

8.3 Signage at Parks

Louise Concodello made a motion to accept these additions and Bill Vishnosky seconded. All voted in favor.

7. Old Business

7.1 Bathhouse Fixtures Update

Nancy Baker agreed to call Tameron Kugler to see if she has contacted any stores regarding donations of the bathhouse fixtures. Barbara Lazzari agreed to contact the stores if Tameron has not done so yet.

7.2 Playscape Update

Nancy Baker reported that a safety check was done at the Playscape. Some cracks in the wood and some ant damage were noted but no significant safety problems. The Commission discussed ways to update the Playscape with the reduced budget. Discussion ensued regarding how to get volunteers to help with the project. Some suggestions included contacting the Junior Women's Club, posting a sign at the Playscape and/or advertising in the paper. They would like to plan the project for the fall when the weather is cooler.

7.3 Budget and CIP Final Update

Nancy Baker reported that the Facilities Operations Payroll account was approved for less than what was asked for. She spoke to her staff and informed them that they will need to watch their payroll hours closely this season. For example, there should not be too many guards on at the same time, especially during rainy weather. She added that the requested office expenses were approved and there is currently \$6,000 left in the budget to finish 2003-2004.

Nancy Baker also reported that the small lifeguard chair would be set up in the floatation area. She will also have the new benches installed after she has the opportunity to walk through the park with Tom Giola and show him where they should be located.

7.4 Volley Ball Court

Barbara Lazzari suggested waiting until July to go before the Conservation/Inland and Wetlands Commission regarding the volleyball court.

7.5 Marlborough Day

Louise Concodello reported that the Remax balloon is scheduled for 9:00 to 11:00, weather permitting. The Commission decided the band should play from 4:00 to closing and the crazy boat race would be at 3:00. Applications for the crazy boat race were discussed. Nancy Baker agreed to start the process and contact Tameron Kugler to see if she is interested in running the race. Food handling for the event was discussed. Louise Concodello suggested seeing if the Chatham Health District would hold a food-handling course at the town hall one evening for those who would like to attend. Nancy Baker agreed to contact them with this suggestion. Nancy reported that the crafters are coming and she is also working on two inflatables and a face painter. Louise Concodello mentioned having a second band from RHAM that would play earlier in the day. She will check into the cost of this and also find out how much time they would need to break their equipment down for the second band. The Commission discussed having a dunking booth. They thought it would be a fun addition to the event if they could find someone willing to run it. It could possibly be

a fundraiser for the Playscape. Nancy Baker will look into the cost of renting a dunking booth.

8. New Business

8.1 Cleaning of Bathrooms at West Road Memorial Field

The Commission discussed who would clean the bathrooms at the West Road Field. They decided that they would need to contact MSC and MYAL to see who will be using them.

8.2 Concession Stand Usage at Memorial Field

A decision regarding who would use and maintain the concession stand was tabled until next month.

8.3 Director's Report

Attached

8.4 Signage at Parks

Nancy Baker reported that the troopers have asked if park hours could be posted at all park entrances to help them when enforcing the rules. This would ensure that everyone sees a sign when entering a park. Another sign with the phone number of troop K, to report problems at the park, was discussed. Nancy Baker was asked to call Troop K to make sure they won't have any problem with posting such a sign. The members would also like a sign stating "no dogs" at all parks.

9. Public Comments

No public comments

10. Future Meetings

10.1 June 15, 2004 7:00 PM Park & Recreation Commission Meeting at Marlborough Town Hall

11. Adjournment

Dorothy Foley made a motion to adjourn at 9:30 PM. Bill Vishnosky seconded and all were in favor.

Respectfully Submitted,

Debbie Pearson, Board Clerk