

Parks & Recreation Commission

Meeting Minutes – June 5, 2019 [Approved 07-11-2019](#)

Meeting began at approx. 6:36 pm

Present: Ronalee P., Sean T., Mike C., Lisa D., Leigh-Anne D.

Guests: Lisa Pearson

Absent: Ryan M.

New Business

Mindy Morrison – Open Meeting Laws – Tabled – Mindy Morrison was unable to attend.

Review/Vote to approve minutes from May 1, 2019

Ronalee made a motion to approve the minutes, Mike seconded the motion. All in favor, minutes approved as written.

Review Parks and Rec Commission By-Laws

Ronalee will send a copy of the Parks and Rec Commission By-Laws to the other Commission members for review and possible updating.

Review/Vote to Authorize Chairman to make temporary decisions prior to Commission vote

Sean said that this line item was added because the Parks and Rec Commission only meet once per month. Problems come up throughout the month that is time sensitive and answers are required prior to the next meeting. He would like the authority to make decisions for minor tasks. Ronalee suggested that a specific amount be listed for those decisions such as \$1000. Anything over that amount would have to go before the Parks and Rec Commission and anything under could be determined by the Chairman. Lisa D. said this topic could be revisited in the fall if the amount set is not enough.

Ronalee made a motion to authorize the Chairman to make temporary decisions prior to the Parks and Rec Commission vote for up to \$1000. Mike seconded the motion. All in favor, motion approved.

Prioritization of Task Lists

Sean requested the other Commission members send him lists of tasks via email that need to be done at the Town Parks. He would like the tasks listed with a priority number and possible funding source. He will then collate the information and bring it to the next meeting for review.

Review/Vote – Funds to be used for improvements to Parks

Sean made a motion to allow the Town to expend funds from the Planning Board Revolving fund for supplies for Beach Field, Ronalee seconded the motion. All in favor, Motion approved.

Pickle Ball

Ronalee told the Commission she contacted Liz Pettis at the Senior Center and the Pickle Ball Grand Opening has been scheduled for June 26, 2019 at 10am. Lisa said the Senior Cookout is the same day. Ronalee will be contacting the newspaper to run an article on the event.

Other Business

Leigh-Anne told the Commission members present that Steve Sullivan of the Middle Essex Softball league would like to use Lions Park for their softball games again this summer. She asked the Commission members which tier the sports organization would fall under. Mike explained that the league plays only in the summer and was created for the senior girls that cannot play for Rage for various reasons. The Commission members agreed to allow Middle Essex Softball League to be a Tier 2 league.

Mike said that the Northeast Hurricanes would be playing their tournament in Byfield this summer. He asked Leigh-Anne if she had received payment from Dean Borrelli, Owner of the Northeast Hurricanes. She responded that he had not stopped by to pay past due to date. Sean said that he would write a letter to Dean and send another invoice requesting the payment of past due fees.

Leigh-Anne gave the Commission members the raffles that were received from the Tortoise and the Hare. Ronalee will be raffling them off at the Cornhole Tournament in July. She suggested that the raffle tickets could be used as a night out basket which could include a restaurant meal coupon.

Old Business

Beach Field – Conversion to Softball Field

Mike said that there are volunteers ready to convert the field to a softball field. The Parks and Rec Commission will be responsible for the cost of materials only. Ronalee said that the funds are available. Lisa P. added that \$30,000 is in the revolving account to be used at the Beach field. Lisa D. asked Mike to get her a list of materials needed for the conversion. Mike suggested that any funds left over from the conversion could be used to put up lights or dig a well for irrigation.

Lions Park – Playground Safety Surfacing

Lisa D. reported that Ray just returned to work and would be measuring the surface of the playground so that the materials can be ordered and then spread. Ronalee requested that the safety surfacing be done by the end of June. Lisa D. agreed that was feasible.

Lions Park – Bleachers

Mike said that the bleachers have been repaired in the past and really need to be replaced. Ronalee suggested the bleacher replacement be placed on the prioritizing task list and the Commission members would discuss funding this project at a later date.

Sea of Green field maintenance final plan/schedule

Leigh-Anne reported that Sea of Green is treating Lions Park, Memorial Field, and Town Common on a regular basis. Jeff Johnson is taking care of Partridge Brook Park. Beach field will be held off until it is converted to a softball field and then added to the rotation. Ronalee would like to take a vote on whether Jeff Johnson should be allowed to continue caring for Partridge Brook Park. Sean would like to have the Town hire Sea of Green for all the fields and have Jeff Johnson pay for field use. Ronalee said lacrosse was not able to use the field because the flag football team was practicing. She is concerned that if Jeff is caring for the field, he would then feel as though he has the right to use it whenever he wants.

Ronalee would like to close down Partridge Brook Park from July 1st to September 1st so that the field can rest and rejuvenate. Mike wants to get the irrigation put in there either with a well or using the pond.

Review/Vote – Benches at Memorial Park

Mike said the Commission members decided not to do anything about the benches at Memorial Park.

Opening/Closing of Baseball/Softball Diamonds at Lions Park - Tabled

Status of Seasonal Employee/Mowing Schedule

Lisa D. told the Commission members present that the seasonal employee had been approved so she will be able to hire someone as of July 1st when the new fiscal year starts.

Partridge Brook Park Concession Stand

Lisa P. said that there is currently a 3 month wait on the concession stand. Ronalee will reach out to her brother to complete his portion of the project.

Other Business

Lisa P. said that the Salisbury Days is scheduled for September 27th thru September 29th. Some of the events included in the weekend are the Senior Prom, Scavenger Hunt, Muster, and Brewfest. Ronalee has reached out to Jenn with the PTA to co-host the Brewfest again this year. She suggested having a Touch-A-Truck event during the weekend events.

Meeting ended at approximately 8:15 p.m.