

PARKS COMMISSIONERS
MASON LIBRARY
231 MAIN STREET
GREAT BARRINGTON, MA 01230
MONDAY, DECEMBER 8, 2014
5:00 P.M.

PRESENT:

PAUL GIBBONS

CHARLES BOUTEILLER

THOMAS NORTON

STEPHEN BANNON

PATRICIA SALVI- Not Present

KATHY PLUNGIS

KAREN SMITH – 5:30 P.M.

ANTHONY TROIANO – Not Present

DONOVAN LALLY

1. **APPROVAL OF MINUTES:**

A. Minutes of November 10, 2014

MOTION: Steve Bannon to approve.

SECOND: Kathy Plungis

VOTE: 6-0

2. **PARKS CARE/MAINTENANCE PROGRAMMING:**

A. Updates from Joe Sokul – DPW Superintendent – He noted there was some storm damage at Lake Mansfield and one Apple tree was lost. Some of the fencing was damaged but we had some fencing in storage and we were able to repair the fence. We are still dealing with storm damage from last week in the rest of the town. He noted we do have the Summer Management R.F.P. We are going to put it in the Central Register in the Goods and Services Bulletin. He noted if he contacts them on Tuesday, it will be advertised next week. Last time was a three year contract (FY16 -18). He noted he would put that together and let Parks know when it is going out. A copy will be e-mailed to Berkshire South and anyone else who has shown interest in the past. It will be advertised in the local paper as well. It needs to be advertised for a minimum of two weeks. We will have the numbers the first week in January. Paul said he worked on the spread sheet for the operational expenses and increased that line item by 3%. Paul said he would send the C.I.P. to Joe and Lauren. Tom said he noticed that there was a goal put in at the Housatonic Playground which was put there to help get the equipment in and out. The new swing set is all done. The cost is \$1,825.00.

Tom noted he would like to see more permanent seating at the playground. The kids are moving the tables around. The three new fountains will be installed in the spring. The bubbler was repaired at Lake Mansfield with a key type.

B. Berkshire South Regional Community Center – Laura Martin – Laura said a few meetings ago the question was raised on parks usage and if we need to consider moving around some of the staffing at some of the parks. Laura presented a chart of the average number of people by day and week that attended Memorial Field, Housatonic Playground and Lake Mansfield. (A copy is filed with these minutes). She noted the one that really stands out is the very low usage at 9:00 p.m. at the skate park. There is an average of 2 people at closing of the

park. The hours in the summer are 3:00 p.m. to 9:00 p.m. and when we do weekends in the spring and fall it is 3:00 p.m. to 6:00 p.m. Paul noted reviewing the staffing hours is something that can be reviewed in the spring.

3. **PARKS USAGE REQUEST:**

A. Southern Berkshire Chamber of Commerce to use Memorial Field on Saturday, December 13, 2014 from 7:15 to 7:30 p.m. for fireworks (Discussion/Vote) Betsy Andrus was present to explain the request. She noted that this is in conjunction with the Holiday Stroll.

MOTION: Stephen Bannon

SECOND: Kathy Plungis

VOTE: 7-0

B. Berkshire International Film Festival to use the Town Hall Park on May 28, 2015 to 31, 2015 for their Annual Film Festival. Lauren Ferin was present to explain the request. She noted that it is the 10th anniversary of the Film Festival. The tent will be erected on Wednesday, May 27, 2015 and removed on June 1, 2015.

MOTION: Stephen Bannon

SECOND: Kathy Plungis

VOTE: 7-0

4. **OLD BUSINESS:**

Paul asked Brian Mead to attend the meeting because he wrote a letter to Andy Troiano which had to do with the Little League Field. The first issue is the mowing at Olympian Meadows by volunteers. Joe noted he only had one incident with the town employees and volunteers mowing the field and he followed it up with the staff and it was resolved many months ago. Joe said he couldn't verify that there was a second incident. It was noted that the Little League will be hosting the district championships there so there should be coordination between Brian's people and the DPW to get the fields in good shape by the end of July. Joe asked Brian to keep him updated. Paul noted that the fencing needs to be repaired. Andy Troiano obtained a quote from All American Fence to repair the fence behind the swings in the amount of \$1,380.00. (Attached).

MOTION: Stephen Bannon to approve \$1,380.00 to repair the fence per the quote from All American Fence.

SECOND: Tom Norton

VOTE: 8-0

Paul said he contacted Chris Rembold about advertising on the fence at Olympian Meadows. Chris noted an off premises sign in a business zone (Olympian and Memorial Field) B-2 Zone requires a sign permit from the building inspector and payment of a fee. The property owners have to sign the application and provide a letter of permission with the application and that is where the Parks Commissioners will be involved. Brian noted he will ask permission.

MOTION: Karen Smith to send a letter of support on the sign from the Park and Recreation to the Building Inspector and also request a waiver of the fee.

SECOND: Tom Norton

VOTE: 8-0

Paul said he would draft a letter and send to the Building Inspector.

Fixing Gates: Paul said that he would contact Gary from All American Fence about repairing 3 gates at the 3 fields. Brian noted that they will be putting in a new score board and moving current one to Field 2. There will be no expense to the Town. It was noted to review the B Street Proposal at a later date.

Paul advised the committee members to complete the Conflict of Interest/ and Ethics Test by the end of December.

NEW BUSINESS:

A. CIP 2015 - FY 16- 20 – 5 Year Parks Improvements

Paul noted in FY16 he increased the Accessibility Improvements to Memorial Field to \$10,000. Instillation of Playground Equipment in Housatonic - \$5,000.

Instillation of Restrooms at Olympian Meadows - \$30,000.

FY17 – Replacing Equipment at Grove Street \$5,000.

Instillation of sewer lines at Memorial Field \$40,000.

FY 18 – Infield Mix for the two fields - \$10,000.

Improvements at Memorial Field – Rest rooms, Field Layout - \$35,000 in FY 18 and FY19.

FY 20 – Installation of Adult Fitness Equipment – Various Parks - \$20,000.

Kathy Plungis noted that she is working on a brochure that will identify the parks and where they are located. Per Tom Norton: he noted that Craig Lang said that the South Street Park Exercise Equipment is only used by local families to play on. He said he hasn't seen anyone using it to exercise on. Craig suggested that we develop a master plan for every park in town. Parking to be addressed at the Grove Street Park.

Kathy said she would like to add \$10,000 in 2016 to hire someone to develop a master plan for every park in town. Karen said she would like to discuss a parks master plan with Chris Rembold who is the Town Planner and then he could attend a meeting.

The next meeting of Parks is January 12, 2015.

The meeting adjourned at 6:30 p.m.

Respectfully Submitted,



Carolyn Wichmann
Secretary