



Town of Medway
Board of Park & Recreation Commissioners
155 Village Street
Medway, Massachusetts 02053
(508) 533-3275 508-321-4985 (Fax)

Mike Tudino Debi Rossi Sean Murphy

Approved on 11-08-2018

Meeting Minutes
August 29, 2018
Sanford Hall

In attendance:

Park Commissioners: Debi Rossi, Mike Tudino, Sean Murphy
Other: Julie Harrington, David D'Amico (DPW Director), Patty McDonald (Medway Boosters), Lynn Sheehan (Medway Boosters), Rich Coakley (MYB & MYC)

Meeting was called to order by the Chair, Mr. Tudino at 6:30PM.

Meeting Minutes:

July 10, 2018- A motion was made by Mr. Tudino to approve the minutes of July 10th, 2018 meeting as amended, seconded by Ms. Rossi. All were in favor.

Public Comment:

None.

Discussion Items:

❖ Hanlon Field Concession Stand:

- Reps. from Medway Boosters were at the meeting. They provided the concession stand year-end financial statement for spring 2018 season (between 01/01/2018 – 07/31/2018) to the members. The current year net profit is \$1833 compared with \$1850 from last year. Each team was paid at the rate of \$36/ hour.
- The fridge, frialator, and the popcorn machine have been procured.
- Concession stand will be open for the 09/01/2018 event. Moving forward Ms. Harrington will share the contact info of the groups hosting events to the concession stand members. The goal is to ensure that Medway Boosters have an opportunity to make adequate arrangements at the stand.
- Both reps. talked about their meeting with Medway Youth Football group. An agreement has been made that Medway Boosters will run the concession stand for the season. Medway Boosters will be responsible for staffing the stands during the four Sunday events and will receive an hourly rate.
- There was discussion on bringing all the groups together and work as one Medway Booster.



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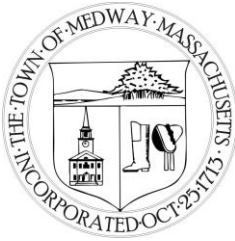
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- Medway Boosters will be coordinating with the members of the Millville Blackstone Music Event.

❖ **Vote Fall Permits-** Outstanding fall permits

- Scorpions will not be using the fields on Sundays as discussed at the last meeting.
- Medway Flag Football – Charland on Wednesday 5-7pm. This will be to run their skills clinic.
- Scorpions- HS Grass: Wednesday (6-9pm), Friday (6-8pm). They agreed to bring their lights to the field.
- Old School Soccer Club- Lower Memorial: Monday, Tuesday, and Friday (5pm-Dusk).
- Bolts- Lamson: Tuesday and Thursday (11/6-11/29): 8pm-9:30pm
- New requests:
 - NEFC- Any turf field (Thursday: 08/30-11/15- 7:30pm-9pm)
Ms. Harrington said the requested schedule could be accommodate between the Hanlon and Lamson fields.
 - Nokona Baseball- Idylbrook/ HS Baseball Field (Sunday 09/09 – 10/07: 9AM-12PM) - @ \$75/hr. and a one-time fee of \$500 (security deposit).
- ***A motion was made by Mr. Tudino to approve fall permits for Scorpions, Medway Flag Football, Bolts, and NEFC, and [Nokona Baseball (@ \$75/hr. rental fee and \$500 in security deposit)] according to the schedule provided above, seconded by Ms. Rossi. All were in favor.***
- ***A motion was made by Mr. Tudino to approve the fall permit for Old School Soccer Club to use Lower Memorial field with a one-time fee of \$500 and the HS Grass at a rate of \$75/ hr. for fall 2018, seconded by Ms. Rossi. All were in favor.***
- There was some discussion on charging security deposit to the groups that rent a field.
- To a question on lining the field, Mr. Coakley said his group generally doesn't line the field during fall since it's a slow season for them.
- Mr. Coakley requested field lights (for 1.5 hour slot) on Fridays for his group.



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❖ **Policies and Procedures**

a) Field Rentals

- Members went over the field schedule (provided by Ms. Harrington) for the fall season. They were satisfied with the fee as presented.
- It was agreed that Millville Blackstone Musical Event will pay \$1700 for the event and additional \$500 for the use of the concession stand.
A motion was made by Ms. Rossi to approve 2018 field permit fees as dispersed, seconded by Ms. Rossi. All were in favor.

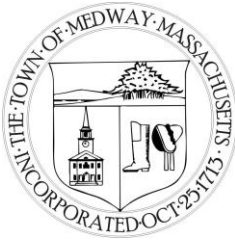
b) Field Rental Application-

- Members went over the draft field rental application document provided by Ms. Harrington. Some changes to the language was discussed.
- A suggestion was made by Mr. D'Amico to change the language in the document. It reads "Preference will be given to the following in the order presented weighed against other considerations financial & otherwise as determined by the Parks & Rec. Commission. The language was approved by the Commissioners.
- Seasonal Rentals: Changes in this section was discussed.
- Ms. Rossi suggested some changes in the language about voting.
- A question on the need for the concession stand to be open will be added to the application.
- The draft will be reviewed by the town counsel once approved by the commission.
- On-site contact information for an event should be added to the application.
- Ms. Harrington will revise the document and share it with the members before it is voted.

❖ **MyRec – presentation**

Ms. Harrington went over the Sudbury Parks & Rec. program web page/site with the members. She walked them through the various options and features available to the users.

She is proposing to create a Medway Parks & Rec. Facebook page as well as a web page on the town website. Members were happy with what was presented.



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❖ **Parking on HS Access Road**

Members discussed the ongoing parking issue on the HS access road. Mr. Tudino talked about changing the traffic configuration during weekends as an option. Ms. D'Amico talked about surveillance and enforcement. He also suggested reducing the width to one lane. Issuing parking tickets was discussed as an option.

❖ **Increase frequency of Parks Commission meetings?**

Mr. Tudino said the meetings should be scheduled on a need basis. The next meeting will be in a working group meeting format. Fee structure will be looked at closely. Mr. D'Amico suggested that members should not vote on decisions made at that meeting.

❖ **Open Discussion:**

Ms. Rossi talked about her attendance at the BOS meeting. There was discussion on increasing the number of Parks members to five. She was asked to check with the Commissioners on the idea. Mr. Tudino favored the idea of increasing the size of the board to 5. Discussion also included if all 5 should be elected positions or if it should be a hybrid (combination of elected and appointed members).

There was discussion about the town building (affordable housing) on Cutler St. Ms. Harrington spoke with Mr. Boynton and talked to him about considering it for a community center.

A motion was made by Mr. Tudino to adjourn the meeting at 9:12pm, seconded by Ms. Rossi. All were in favor.

Next meeting is on September 26, 2018 at 6:30 PM. Location TBD.

Respectfully Submitted by,
Sreelatha Allam