



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 01-30-2019

Meeting
December 19, 2018 6:30PM
HS Guidance Area

In attendance:

Park Commissioners: Debi Rossi, Mike Tudino, Sean Murphy
Other: Julie Harrington, David D'Amico (DPS Director),
Peter Pelletier (DPW Deputy Director)
Meeting was called to order by the Chair, Mr. Tudino at 6:36PM.

Public Comment:

None.

❖ **Introduction:** Dave D'Amico introduced Peter Pelletier the DPS Deputy Director. Peter's focus will be on Parks and will be attending meetings.

❖ **Discussion Items:**

Chair, Mr. Tudino explained the focus of the meeting will be to discuss permit requests, policies and procedures. There were representatives from youth soccer, football and club teams present to provide their input to the fee structure that was presented.

Below are comments made during the discussion:

- Mr. Tudino explained fees were set to try to mirror fall 2018. Per player fees and the structure of fields (big rectangle vs small, lights/no lights, grass/turf, in town/out of town) were all considered. Pricing has been simplified and the programs are being charged for the space but not necessarily the number of fields you put in the space and Ms. Rossi added they wouldn't be charged per player if using turf.
- The Park Commissioners would like the costs to be fair and equitable for all. Feedback and input are welcome to help achieve these goals. It's difficult to make all parties happy but looking to try to achieve this.

- Lining of fields was not included in the fees. It was mentioned that a town wide bid for lining could help to reduce costs to organizations. Groups pay to initially line the fields and then also to reline throughout the season.
- Soccer felt after running a cost analysis that their cost is about the same as last year, however the grass is more expensive per hour.
- With the player fees, the mechanics of the honor system should be looked at and tweaked. Not all groups seem honest with the amount of players on roster.
- The imbalance of expenses and fees for grass vs turf was discussed as well as resting fields (not necessarily complexes), bringing in more organizations to use grass fields, as well as turf field use, is subsidizing the maintenance and care of the grass fields.
- Mr. Tudino spoke regarding Exelon funds and suggested 1% be put into an account for field maintenance and replacement.
- It was suggested by Mr. Tudino that all groups submit requests and a sample invoice will be generated. The requests would be priced out using this model and see what the groups thoughts are. Then the lining situation can be looked at.

❖ ***Town of Medway Fields/ Facility Usage Policy –***

- Changing the language in miscellaneous policies were discussed.
- Permitted users should not relocate fields or fines/field suspensions could take place.
- Inappropriate conduct should result in fines and suspensions.
- A discussion on the amount of the fines resulting in increases in what was proposed to \$100, \$250 and \$500 as well as loss of field use. Ms. Harrington will update and add “being civil to everyone” for language.
- Liability waivers were discussed. It was agreed that an agent can sign off on the behalf of each participant.
- The process will be streamlined going forward with the help of the parks commission and Ms. Harrington’s efforts.
- Clean up and trash removal, after use, was discussed and groups should leave the field the way they found it.

❖ ***Pavilion Policy and Procedures –***

- Choate and Oakland have new pavilions and the policy and procedures are primarily the same as the ones for Thayer.
- It was suggested by the Town Administrator that a security deposit of \$100 is collected to deal with trash removal and any damage.
- The Pavilions can be reserved for parties/functions for a full day (9am-10pm) on weekends.
- M-F: Residents \$25 AM/PM Non-Residents \$100 AM/PM

- SA/SU (full day) :Residents \$100 AM/PM, Non-Residents, \$500 AM/PM

❖ ***Spring Tournament Updates –***

- Ms. Harrington spoke to what groups are looking for tournament use, what conflicts have presented themselves and that she would manage the conflicts.

❖ ***EPFRAC Meeting Updates –***

- Ms. Harrington updated those that were present with the discussions/ideas that were presented at the last EPFRAC meeting.
- The consensus appeared to be that everyone wants more lit fields.
- Ms. Rossi explained it was for the committee to put together a wish list for the Selectmen to review.
- Mr. Tudino believes EPFRAC is to broaden the 10-year plan and should incorporate other groups, not just youth sports.

❖ **Open Discussion:**

- Collections for outstanding fees were discussed. \$104,495.00 was billed for 2018.
- Ms. Harrington is working on the spring schedule. It will be reviewed at the next meeting to lock it in place for January 30, 2019.

Meeting Minutes:

11-01-2018: A motion was made by Mr. Tudino to approve the minutes of 11-01-2018 meeting minutes, seconded by Ms. Rossi. All were in favor.

A motion was made by Mr. Tudino to adjourn the meeting at 8:49 pm, seconded by Ms. Rossi. All were in favor.

Next meetings: January 15, 2019, January 30, 2019 and February 27, 2019 at 6:30 PM. Location: HS Guidance Area.

Respectfully Submitted by,
Wendy Harrington