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TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

PARKS COMMISSION

APPROVED 5/31/2023

Town of Medway
Board of Park Commissioners Meeting
May 3, 2023 – 6:30 PM
Medway Senior Center

Park Commissioners: Debi Rossi, Lyle Core, Sean Murphy, Rick D’Innocenzo, John Farrell

Absent: None

Others: Julie Harrington Director of Parks & Recreation,
Peter Pelletier – Director of Department of Public Works
Anir Patel – Cricket
Hardik – Cricket

Call to Order: At 6:34PM, Ms. Rossi called the meeting to order.

Public Comments: There were none at this time.

1. Approval of Minutes: March 22, 2023 – Ms. Rossi made motion to approve minutes with edits. Mr. D’Innocenzo seconded the motion, approved in a unanimous vote.

2. Pride Celebration – June 2nd – update

Pride Celebration Committee would like to add music to their event at Choate Park at 5:30 on Friday, June 2. Mr. Pelletier noted that DPW will have to pay overtime for staff to work the event.

3. Cassidy Field #4 funding – approval

Ms. Rossi confirmed that she spoke with Mr. Pelletier who let her know that DPW doesn’t have the resources to do the repairs on field #4. Ms. Rossi suggested that the Parks Dept pay for these repairs, the estimate is \$1,525 but it was from Oct 2022. Mr. Pelletier suggested that we increase it and approve for up to \$2,000.

Mr. Farrell mentioned that Diamond Co. made a mistake and repaired Charles River field instead of Podzka and now will be fixing Podzka at no additional charge.

Ms. Rossi made a motion to approve funding field #4 at Cassidy repairs up to \$2,000. Mr. D’Innocenzo seconded the motion. Vote approved unanimously.

Mr. D’Innocenzo suggested that a policy be put in place stating that any organization that requests funds or use of fields must provide a statement of financials. Other members agreed.

4. Cricket requests - discussion

Mr. Patel attended the meeting to discuss some requests. He asked about using a shed or storage container at the field. Ms. Rossi responded that they can’t put anything up there because it’s conservation land. Mr. Patel explained that they just need a small spot to store a tarp and cones. Mr. Core said that there may be a job box over there and he suggested that they reach out to Dan Shea at Medway Youth Soccer to see if they can use it. Mr. Pelletier and Ms. Harrington confirmed and nothing new can be placed there.

Grass Cutting – Mr. Patel asked if there is a specific schedule for lawn mowing and irrigation. Mr. Pelletier said that there is no schedule, DPW does it when they can fit it in and depending on the weather. Irrigation will not be on during their games; it typically runs in the middle of the night. They are concerned that the field will be wet when they start at 8:00 am. Mr. Pelletier responded that they cannot commit to a schedule due to the weather and shortage of staff. Mr. Patel asked if there are fields available during the week in May for them to start practicing. Ms. Harrington responded that there are no fields available in May, but after June, she will look into whether or not there will be any additional time mid-week. Mr. Patel said that any one weekday for 1-2 hours would be great.

Ms. Harrington confirmed that porta potties will stay through the summer.

5. Status of Lamson Scoreboard – update

Ms. Harrington said that installation was delayed because the steel and concrete delivery was held up. Currently the footings are scheduled for May 17 and the score board should be installed a week later.

6. Scoreboard Demonstration with Rob Pearl – discussion for a date

Rob Pearl offered to do a demonstration on using an app, connected by blue tooth to the score board, so it can be set up in the pavilion to be used for both North and Lamson. Mr. D’Innocenzo said that he would like to see the new score board before deciding on funding for the app but agreed that he would want a demonstration of the technology and understanding of the cost before purchasing software. Ms. Harrington noted that Mr. Pearl could show them the app on the current score board. She will reach out to the group about arranging a date for the demo.

7. Advertising options/revenue generation – discussion

Ms. Rossi spoke to Mr. Boynton about leasing the advertising on the scoreboard for Charles River Bank and discussed setting an annual fee for a set term. The Parks Department still owns the sign. The scoreboard cost \$30,000. Ms. Rossi suggested charging \$7,000-\$10,000 per year so that cost can be recouped in 5 years. Mr. Murphy asked Mr. Pelletier to contact turf field painting companies to get estimates for putting ads on the field. Mr. Farrell questioned whether the MIAA allows advertising for HS games. Mr. Pelletier will reach out to Rob Pearl to find out what the rules are. The Hanlon scoreboard could need to be upgraded soon, Mr. D’Innocenzo asked if they should wait and ask Charles River to sponsor that one. Ms. Rossi discussed using banners around the fields for possible advertising to generate revenue.. All should be the same size and coloring so that it looks neater. She will go and look at a few other towns for ideas.

8. Adult Soccer group – use of McGovern – discussion

There is a group of adult soccer players frequently using fields without permission. Mr. Murphy noted that that these are not just pick up games, they are organized. The group looks at the schedule and when they see an opening they show up and play. Committee members have asked them to leave the fields on several occasions. Mr. Core has asked them to reach out to the committee or Ms. Harrington about reserving field time and they are not responding. Mr. Murphy suggested sending a certified letter telling them they cannot use the fields. Other members suggest getting the police involved. Ms. Harrington will discuss this with Mr. Boynton.

9. Field Fees: EMass Softball, VFW softball, Spartans Soccer

EMass uses the VFW fields on Sat mornings, they groom the fields themselves and don't use lights. Ms. Harrington confirmed that they were charged \$50 a day in the fall. They are finished by noon.

Ms. Rossi made a motion to approve EMass using the VFW field on Sat mornings for \$50 per day, no use of lights. Mr. D'Innocenzo seconded the motion, approved in a unanimous vote. VFW softball is a men's group. They play at night and use lights. Last season they were charged \$6500 per season from May to Sept. Mr. Pelletier will confirm the cost of lights to make sure the fee charged is enough to cover the lights. Mr. Farrell suggested \$7,500.

Ms. Rossi made a motion to approve the men's softball league using VFW field for their season at a fee of \$7500. Mr. Murphy seconded the motion, approved in a unanimous vote.

Spartans Soccer – Terri's LeHane's high school team summer league group sent in a request for use of HS turf fields at night. Last year they were charged \$100/hr. Last year he requested that they pay per game, not per hour which is difficult for Julie to calculate. There is no charge when the Medway HS team is playing, but other towns use the fields. Ms. Rossi suggested going to \$100/hr which is the standard fee for summer fields.

10. Park use approval: Head Start (Choate Park, 5/26)

Head Start is requesting use of Choate Park for their end of school year party on 5/26. This is a Friday morning, asked to have a bubble guy for entertainment and bring in their own food (pizza), they will pack in and pack out, just looking to use the pavilions from 9-2.

Ms. Rossi made a motion to allow Head Start to use Choate Park on 5/26, no confetti and carry out all trash. Mr. Farrell seconded the motion, approved in a unanimous vote.

11. Spring Fields Update

Question – Due to graduation on June 4, the adult soccer league is requesting an alternate 11v11 field for their weekly game. Practice fields at the MS are available but it would have to be lined for one game which is too expensive. The members discussed options and determined that they would have to reschedule, perhaps 2:00 or 4:00 at North or they could swap a home game with another town or make it up during the week or on June 3, day before. Ms. Harrington will present some options to them.

12. Summer Fields

Ms. Harrington noted that scheduling is mostly done, working out timing for Old School clinics. The fields are pretty full now, only have Mondays and 2nd week of August open.

13. Chair update

Discuss Finance Committee meeting and the questions raised about increasing income. The committee will need to look at costs and fees for all fields to determine what can be updated and

work to establish a new fee schedule. Future discussions will include balancing requests from town youth sports groups and outside organizations and using full capacity of fields.

14. Director update

Ms. Harrington initiated discussions with DPW about resting some grass fields next spring to help preserve the condition of the fields.

Ms. Harrington is going to start working on requests for financial aid for programs, including next summer's programs. She stated that they will need to come up with a policy going forward, how to determine qualification and how much to put aside for requests.

Motion to Adjourn: At 8:47 PM, Ms. Rossi offered a motion to adjourn. Mr. Murphy seconded this motion, which passed unanimously. VOTE: 5-0.

Next Meeting: May 31, 2023.

Respectfully submitted by,
Marianne Boynton, Recording Secretary
Commonwealth of Massachusetts