

Holliston Park Commission  
Minutes of April 08, 2015

Present: Melissa Kaspern, Paul Healy, Inge Daniels, Kristen Hedrick, Art Winters, Tom Chipman, Bill Dowd and Bob Nemet

Review of minutes of January 28, 2015 and March 11, 2015

Mr. Healy made a Motion to accept the minutes of January 28. Mr. Chipman seconded. All in favor.  
Mr. Healy made a Motion to accept the minutes of March 11. Ms. Kaspern seconded. All in favor.

Meet with Bill Dowd

Mr. Dowd raised a concern about the Parks & Recreation revolving account and the balance in the account. He does not understand why the Park Commission is the only department that does not have their capital spending reviewed by the finance committee at town meeting, like the school committee.

Ms. Kaspern commented on her meeting with Mr. Paul LeBeau and Andrea Minihan. Every expense is reviewed by the selectmen on the weekly warrant and this is where the oversight comes in.

Mr. Dowd understands that the spending may be covered legally by the warrant process, but why is this the only town commission where purchases are made on their own without any review.

Ms. Kaspern explained that the meetings are open to the public and the Park Commission are elected officials trusted to make these decisions. Ms. Hedrick stated that she has worked with 3 accountants in the past and based on their recommendations has been placing the expenditures into specific line items on the budget.

Mr. Dowd noted the inconsistencies between departments. He explained that the selectmen are also elected by the voters, but they cannot purchase an ambulance with the designated ambulance fund without it going before FinCom for financial rationalization.

Ms. Hedrick has met with other recreation departments and they function the same as Holliston.

Ms. Daniels did not think their expenditures were often large, but mostly maintenance costs.

Mr. Dowd did not think there was a dollar threshold amount and cited the Council on Aging making a recent request for step repairs at \$3,200.

Ms. Kaspern noted that this commission draws from its own fees for these expenditures, so it is different from other departments. Ms. Daniels and Mr. Chipman explain how most expenditures are reinvested back into the field for maintenance and improvements so the fields stay revenue generating.

Mr. Dowd commented that he is specifically discussing buildings and equipment purchases. He is looking for more of a check and balance.

Ms. Kaspern believes the Park Commission is following the structure that is in place.

Mr. Dowd believes the balance of the revolving account exceeds the statutory \$10,000. Ms. Kaspern explained that money is earmarked for specific projects, which is why the funds often exceed the \$10,000 limit.

Fields Update

Ms. Hedrick stated that the town fields are closed through Monday (April 13) as they are still drying out.

Ms. Hedrick will discuss the prepayment of the Simply Safer lawn care services with the new accountant. By prepaying for the season's services, we can save \$1600.

Ms. Hedrick indicated that more requests are being made for the all-day use of the HS turf field (flag football tournaments, whiffle ball tournaments). She would like to limit these events to four hours to reduce the wear-and-tear on the grass and turf.

#### Directions Report

Ms. Hedrick is finishing up interviewing the counselors for the upcoming summer program. Minimum wage increase is \$9.00. Additional gravel parking will be added for \$6,000 this year. These spots will be added next to the park driveway. Stoddard playground planning has begun. Ms. Hedrick is meeting with the equipment installers to finalize the layout.

Ms. Hedrick discussed the office situation since they will be moving from the Flagg building. Temporary office space has been acquired at 100 Central Street. Ms. Kasporn made a motion to pay \$1300/month from the revolving account for the short-term rental at 100 Central Street. Mr. Healy seconded. Ms. Daniels-Aye, Mr. Chipman-abstains.

The current office is packed and the highway department will move the office to 100 Central Street on Monday. Systems will be down during the move, so on-line registration will be down from Thursday morning through Wednesday at the latest. Walk-in and mail registration will still be available. Ms. Hedrick sent an email notifying users of this downtime.

Ms. Hedrick stated that Ms. Daniels presented the Veristat building information to the finance committee last night. The building would be town property and the park and rec department would only pay to maintain the building. It was agreed that the town should have its own real estate agent to represent them, Rick Kaplan.

Ms. Kasporn made a motion to move forward to begin the purchasing processes of the Veristat Building for the Parks & Recreation and the Youth & Family Services departments.

Ms. Daniels began the discussions about what to present at the Town meeting on May 4 as well as getting a press release about the new address at 100 Central Street. They will notify Bill Tobin at the Holliston Reporter regarding the address change. She also thought it important to start editing the video of the Flagg Building.

Ms. Hedrick commented that youth sports has items in storage at the Flagg building that will need to be moved.

Motion to adjourn the meeting