

Holliston Park Commission  
Meeting Minutes  
March 13, 2013  
7:00pm Flagg Building

DRAFT

Present: Paul Healy, Inge Daniels, Tom Chipman, Kristen Hedrick, Melissa Kaspern.

### Beach Stickers

Kristen Hedrick advised the Commissioners that she would like to have the beach sticker information included in the tax bills that are mailed in May is trying to figure out getting beach stickers sold on Unibank. Traditionally in the past the price was \$10 for a day pass and season passes have increased over the last couple of years, \$6743 was taken in last summer up from the previous year and then down from the year before that. Melissa Kaspern asked do we have any data on how many season passes were sold over the past few years. Kristen Hedrick said we sold 12 non-resident beach stickers last year and 22 the year before and the rest were day pass stickers or resident stickers. Melissa Kaspern asked why we are not as high as before, is it because residents are coming for the day and not buying the beach stickers. Inge Daniels said the intention is to promote resident use, so we should not raise the season pass rate. Kristen Hedrick said it should be lowered to \$40 or \$45. Kristen Hedrick said she is looking at expanding the weeks. Kristen Hedrick said we usually clean up the week that camp ends; that Friday, we're done. I understand some guards go back to school but there are some guards that are still around and I think we could get one more week out of that from June 14 to Aug 19 so that would give us 9 weeks instead of 8 weeks. Tom Chipman stated if you lower the price but extend the day. Paul Healy said can you put that into marketing. say price reduction. Kristen Hedrick said I can put it on Holliston Reporter, the Facebook page, and the TAB. Paul Healy said can we keep the price the same and extend a week? Paul Healy said this is not a big money maker but we do want people to use the beach. Inge Daniels said the more people that use it the less problems we'll have with vandalism. Paul Healy says people say they don't want to use the beach because they don't want to pay \$50 bucks a year. Tom Chipman said do you want to do \$40 or \$45? Didn't we lower it down in 2009 or was it before that when we did have a dip and then adjust. Kristen Hedrick said in 2008 and 2009 we lowered it to make up for the loss of people. Paul Healy said we want people to use the beach. Kristen Hedrick stated in 2008 we charged \$40. Inge Daniels said \$40 sounds good. What about non-residents? Melissa Kaspern said you can only charge non-residents twice as much as residents, it's the law. Paul Healy said so do it like we did in 2008 \$10/\$40 and \$20/\$80.

**Inge Daniels made a motion to reduce beach sticker rates, maintain day pass rates and reduce season rates to \$40 for residents and \$80 for non residents. Tom Chipman seconded. All in favor.**

Kristen Hedrick said last year we had a 2<sup>nd</sup> car option, not sure how we will do that with Unibank Online. Two years ago it was \$10 and last year it was \$15. Melissa Kaspern said what should happen is you can pay for your first car on Unibank online and bring your Unibank receipt to the Park Department. Inge Daniels said does that apply to non-residents too? Kristen Hedrick said no. Inge Daniels said to we have to vote on that? Kristen Hedrick said no we are not changing that.

Tom Chipman said, so you guys are meeting with her and these are the things. Inge Daniels said these are the things she's working on goals for the year. And is what she has, due dates for them that she's established with us. These are the results, are the ones she's current, that she's working on. Melissa Kaspern said so we're waiting for Stephanie does anyone have something else. Kristen

Hedrick said that the men's basketball program is a success, there are 33 people signed up for Mondays and 48 signed up for Thursdays with waitlists, there are some dates that only 2 courts are available, some participants are attending both nights and the age is 35 and over. Kristen Hedrick said I have talked about expanding this to three nights a week. Melissa Kasporn said if you expand it you will have to have someone for check-in. Paul Healy said how does the payment work. Kristen Hedrick said it is like a program they pay us and we pay the school. I would like to take a guy who is participating in the program and they can check everyone and we will let them play for free. This is at the high school I am having issues getting a broom there is also lacrosse down there. There was a lengthy discussion about janitors.

Stephanie Collier of Mission Possible Holliston arrived.

Inge Daniels said that is a draft maintenance plan that Maureen's been putting together. It is still in progress. It is split out to Spring Summer Fall and we anticipate that there would be different types of groups responsible for these tasks. Specifically community for some spring tasks, a professional landscaper for spring items requiring fertilizers. Highway will help with mulching. Anything that involves fertilizer or chemicals would be handled by a professional company. Major clean-up like spring and fall would be completed by the community. Maureen has bid requests out to landscapers. Maureen is looking for a seasonal employee to help with some of the weeding and watering. Inge Daniels said we are working on planning a Sat. in early April for a community clean-up, April 6<sup>th</sup> or 13<sup>th</sup>.

Stephanie Collier said that Nancy White had promised a free safety inspection. Inge Daniels said there are several things on the plan that can be done by the community. Stephanie Collier said that Mission Possible is finalizing book-keeping for the year and they expect that once that is finished they will be donating approximately \$4,000-\$5,000 to be used for maintenance of the playground. There was much discussion about how to distribute the funds. Inge Daniels stated it would be preferable to get a lump sum. There was discussion as to whether there was an outstanding balance of the sandbox. There was discussion about the \$5,000 remaining fundraising money to go towards an overage on the sandbox budget. Paul Healy said the funds should be kept separate. Stephanie Collier stated that Mission Possible does not have organization plans for the future. Stephanie Collier said she is very happy about the way the park turned out; she said she will take the maintenance plan back to Mission Possible and have them vote. She expects the final accounting to be done next week.

Kristen Hedrick said spring fields are under water. Mission Springs has drainage things so the field is going to flood. The beaver man had helped with that. Kristen Hedrick said she is working on field assignments she is trying to look at the amount of kids that are on the fields with how many times kids are on the fields on all the sports; there is a problem with lacrosse because they want so much time for practices and games we just don't have it for the; field time is allocated accordingly based on how many kids they have in their program. Kristen Hedrick said the perception is we're not giving out enough fields but the reality is that some of the sports are practicing too much. Tom Chipman said if they want more fields let them go to Finn or Ty-Wood. Melissa Kasporn said why are they having kindergarteners with two practices a week; some parents will not sign their kids up because it's too many practices. Kristen Hedrick said registration is going well but slower; it is hard to hire counselors when people sign up in June; people need to know they need to register earlier. Melissa Kasporn said next year can we do register by this date and it is this price. Kristen Hedrick said we have done that in the past and it does not seem to work. Melissa Kasporn said let's do register by this date or you pay a late fee; for programs we are hiring counselors for. Kristen Hedrick said Kelly in Ashland does that; she has a lower rate and then it goes up at a certain month. Inge Daniels said are we at the same registration level as last year. Paul Healy said do we need to market it more; do we need a banner. Kristen Hedrick said we have 179 kids signed up for the six- one week sessions. Melissa Kasporn said by the end of March people will be signing up.

Kristen Hedrick said I am interviewing lifeguards and counselors and am looking at younger counselors who were CITs last year.

Kristen Hedrick said she talked to Premier and to Ray at Vermont Tennis Courts; the questions were about the high water table. Vermont Tennis said it should be fine under the warranty. Premier Tennis Court Installation said it depends on the courts. Sometimes they will stick the entire surface to the courts and not just the floating edge, but they have to come out and look at it first. He was also talking about putting French drains under it and it all basically comes back to the drainage and the foundation of this tennis court and it is not very good to begin with. Inge Daniels said will they send someone out to look at it? Kristen Hedrick said there will be a guy in the area in the beginning of April and he will come out and take a look at it. The damage to the courts have to be fixed in the summer if there's damage to an area they will have to seam it. Bikes and skate boards and all those things don't fall under the warranty.. A 3x3 patch with a complete repaint of the whole court is \$4500. Tom Chipman said if you have to do a patch do you have to re-do the whole thing? Kristen said no you can just paint the 3x3 patch for about \$1500. Inge Daniels said do you have an indication of how easily it could be damaged? Kristen Hedrick said she was told it takes a lot to damage it. Melissa Kaspern said do you have any information about the extra durable paint. Melissa Kaspern said the air temp has to be a minimum of 75 degrees outside and then they heat it. Kristen Hedrick said there may be a tennis court out in Andover MA. Ray from Vermont will only put the pricing out for the first five years. Every five years it could be \$18,000 to re-do the tennis court again. Tom Chipman said we will still have to fix the drain. Kristen Hedrick said they will come and look at the courts and maybe they will have to do some French drains. Inge Daniels said we are jumping the gun; if they come out and put their stamp of approval on it then their 25 year warranty is valid. Melissa said we pay the \$158,000 and then we pay the \$18,000 we are at \$178,000 it does not include the basket ball court. Melissa Kaspern said can we bank the \$40,000 because we know every five years we have to pay out. Paul Healy said I can get that guy to allow us to prepay. Kristen said if we put this out to bid we could ask in the bid to prepay for the maintenance. Tom Chipman said if the CPC can give us the funds we can put it in escrow. Tom Chipman said I don't like the idea they glue the sides they should glue the whole thing. Melissa Kaspern said if they glue the whole thing we are at more of a risk. Kristen Hedrick said we have a new police chief who would be willing to work with us for night use; our tennis courts and basketball courts are open when the lights are on. Paul Healy said would the other areas be closed, you would have to be willing to kick people off. Tom Chipman said that at Goodwill Park there was a lot of vandalism at a certain time and we had the park closed.

Kristen Hedrick stated she is looking to upgrade her phone; she started searching and it will cost \$125 a month. Kristen Hedrick said she can get something similar thru the Town but does not get cell service with Sprint. Kristen Hedrick said what can we do, I want to do this better and respond to things. Inge Daniels said you should absolutely upgrade, what proportion of your phone bill is work related vs. personal. Kristen Hedrick stated she is just looking at a device that would cost \$125 a month; depending on time of year depends on use, March, April, May all the way thru would be work related usage. Tom Chipman said do you think over the year you would use it 60%? Kristen Hedrick said the Commission could just pay for half a year of use.

**Tom Chipman made a motion to pay for the director of the parks to have her personal bill mobile phone paid for up to 50% each month. Inge Daniels seconded. All in favor.**

Tom Chipman said taking about phone bills we should probably talk about the administrator's phone bill, doing the same thing with her. Inge Daniels said so just do it across the board with 50% for the administrator.

**Inge Daniels stated I make an amendment to your motion for the 50% for the administrators cell phone in two installments of 50%. It is just 50% of the overall. Tom Chipman seconded the motion. All in favor.**

Tom Chipman said just show us your bill for the last six months it will be 50% of it. Paul Healy said you're going to get a reimbursal is that what you want? Kristen Hedrick said the other phones are on the Town's plan so you are paying it monthly, mine is personal but I use it for work. Tom Chipman said how is Maureen's? Kristen Hedrick said hers is over the Town and Bob's phone is like \$30 a month because he's got such basic. Inge Daniels said do we pay for Bob's phone or does Highway? Melissa Kaspern said we can talk to Bob to see who is paying for his phone.

Paul Healy said I just have one more thing. Are you guys keeping Kristen in the loop on your discussions with Maureen? Melissa Kaspern said pretty much what we're talking with Maureen has to do with the new job. Maureen and Kristen are having weekly meetings. I envision that we can ask Maureen tomorrow that she was sharing this information with Kristen as well. Inge Daniels said I think she wanted to speak just with us at our every 6 week meeting, I was assuming this too that she would be bringing this up at your weekly meetings. Tom Chipman said has she? Inge Daniels said we can talk about that tomorrow. Paul Healy said I know I've mentioned this before. Is Maureen reporting to you and taking direction from you? I mean I think we've got to get this cleared up.

**Motion to adjourn. All in favor.**