



Bolton Parks & Recreation Commission

Meeting Minutes

Date:	September 10, 2020
Time/Location	7:00 p.m. Remote Zoom
Commissioners Present:	Ed Sterling, Lauren Cilley, Greg Kabachinski, Lauren LaRosa
Guests:	Jeff Takle, Pete Rogers, Thomas Guyer, Karen Yesue, Debra Masucci

Agenda Items

Agenda Item	Action
Approve Minutes from August 11, 2020 Minutes were approved unanimously	Approved via Zoom mtg
Town Common Fertilizer The Conservation Commission sent a letter to Gatsby Grounds, the company applying the fertilizer. They are concerned over wetlands and buffer zones near the baseball fields and Forbush fields. Pete Rogers said DPW mentioned it to the Conservation Commission. Gatsby Grounds then notified baseball. BYBS didn't hear it from the Conservation Commission directly. We will need to work with the Conservation Commission on a vegetation plan.	Ed will reach out to the Conservation Commission to find out what the issue is and how to proceed.
Discussion of Triple Play Payment Jeff Takle expressed frustration with the back and forth and miscommunication about the money paid by Triple Play. The \$3000 from Triple Play is not related to the \$2750 paid by P&R for the work done by Melican. P&R will use about \$3000 from our revolving fund to pay an upcoming BYBS bill once it's confirmed that P&R has that money.	BYBS will give P&R a bill to pay for roughly \$3000 by the fall.
Property Updates Town Beach is now closed. Port-a-potties and picnic benches should be removed. Persons' Park - The new sign was damaged. Town Common - Backyard Bolton will be back this weekend. Ed asked DPW to trim trees near lights. John Lake's bench will be added soon. Ed spoke with Jenny Jacobsen about pavilion. Lots of interest in using the pavilion now. It was discussed whether people should be charged and what would happen if damage was caused. The new P&R Coordinator would need to manage this.	Ed will check with Linda about where picnic benches should go. Ed will investigate current signs and possibility of getting sandwich board to let people know if the pavilion is reserved. Ed will check on the electricity needed.

<p>Ed made a motion to revise the fee schedule to include private events for \$50/hour.</p> <p><i>Motion Proposed by: Ed Sterling</i> <i>Seconded by: Greg Kabachinski</i> <i>Unanimous vote.</i></p> <p>Sports Fields Jackie Foster raised a concern about the lack of port-a-potties at Forbush. Ed contacted Cove and port-a-potties will be delivered there and at Derby. The daily cleaning costs will come from the Town's COVID fund.</p> <p>Cove invoices were overdue for \$1470. Ed Motion to pay the overdue fees.</p> <p><i>Motion Proposed by: Ed Sterling</i> <i>Seconded by: Greg Kabachinski</i> <i>Unanimous vote.</i></p>	
<p>Parks and Rec Coordinator Position Seven people applied for the position. The applicants' names should remain confidential. Ed, Don Lowe, and Kristen Noel (HR) will interview candidates on Sept 15th and 17th at Town Hall.</p>	
<p>Fee Schedule</p> <p>Bolton teams could be charged the class 2 fee, but P&R will waive fees if given written documentation of money being spent on fields or suitable explanation a hardship. For-profit organizations and outside teams should be paying fees. The current waiver statement stands. Sports organizations need to submit financial documentation before a request is approved.</p>	
<p>Field Requests/Events</p> <p>Tom Guyer requested the use of Forbush for soccer. The organizers will break the fields into units to hold 50 people or less. They have been working with Mass Youth Soccer to follow the COVID regulation. Five fields can be used at any one time with 250 maximum people. Each team will have a COVID officer. The games and practices will be at staggered times and spectators must wear masks.</p> <p>Over the Hill Soccer: P&R intends to charge fees to this organization. They will work with soccer on their own to determine shared use of the fields. We will collect fees at the end of the month and keep a calendar log of all field use.</p>	<p>Ed will tell port-potty company to not drive on field.</p> <p>Ed will work with the Town accountant to make the invoice and charge the organization..</p> <p>Ed will follow up on dates and request for field hockey</p>

<p>Girls Field Hockey: We need more information.</p> <p>Jason Reese from Nashoba Youth Lacrosse League submitted a request to use the Lacrosse fields for 5 weeks beginning September 12th on five Saturdays.</p>	<p>Ed will email Jason about fees and documentation on field work</p>
<p>Halloween Karen Yesue and Debra Masucci from the Fox Run, Deerpath, and Kettle Hole neighborhood attended to explain the idea that their neighbors have for Halloween. They are planning to organize trick-or-treating on Halloween with designated times by age to regulate crowd size. They will have one way signs, scatter candy on tables for one family at a time, have hand sanitizer. They will look into the possibility of residents parking on the side of the road or using the high school and path through woods. The rain date would be Sunday. Other neighborhoods (Century Mill, Bolton Woods Way, etc.) may do something similar. Parks & Rec agreed that this sounds like a good plan, but we will cancel the official event hosted by Parks and Rec and let the neighborhoods organize. They will look into getting some support from businesses and volunteers.</p> <p>Ed made a motion that Parks and Rec will not hold a parade and event at school this year, but we will informally cooperate with the neighborhood groups to spread the word and seek donations of candy.</p> <p><i>Motion Proposed by: Ed Sterling</i> <i>Seconded by: Lauren Cilley</i> <i>Unanimous vote.</i></p>	
<p>Next Meeting: Tuesday October 13, 7:00pm</p>	

Approved Meeting Minutes

Initials				
Commissioner	E. Sterling	L. Cilley	G. Kabachinski	L. LaRosa