

Town of Raynham, Massachusetts

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Park & Rec Commission Mtg. 05/03/2016

MINUTES OF THE RAYNHAM PARK & RECREATION COMMISSION

Regular Monthly Meeting, May 3, 2016, 6:00 p.m.

South School, 305 South Street East, Raynham, MA

In Attendance: Chairman Chris Shaw, Commissioner Jim Brow, Director Elizabeth Francis, and Administrative Assistant/Recording Secretary SJ Blanchard.
Absent: Commissioner Jim Sullivan.

Chairman Chris Shaw called the meeting to order at 6:02 p.m. The first order of business was the annual reorganization of the Commission. This action was tabled until the June meeting, due to the absence of Commissioner Jim Sullivan from this meeting.

In a similar vein, the minutes of the April 5, 2016 meeting could not be voted on due to Commissioner Jim Sullivan's absence, as well as Commissioner Jim Brow's absence from the April 5 meeting. Said vote to approve was tabled until the June 7 meeting.

Relative to the establishment of policies and procedures for the naming or dedication of public facilities within the town, Liz learned through the MRPA South regional meetings that she attends of the procedures set forth in other area towns. She said that several towns have memorial advisory sub-committees comprised of individuals representing a variety of town groups, such as the veterans, the schools, the selectmen, and park & recreation. An application is made to this subcommittee, which in turn, makes a recommendation to their Board of Selectmen.

In Quincy, the park & rec department utilizes an application form and then takes no action on the matter for six months following the request. Liz said she will follow up with the town of Plymouth to see whether it uses criteria and an application process. The consensus is for the Department to establish the criteria that would be required, be that as a member of the military or through significant local contributions made over several years. In addition, the formation of an advisory subcommittee will be considered and a proposal will then be formulated and submitted as a proposed recommendation to the Board of Selectmen.

The Chairman suggested that a draft be readied for next month's meeting; and Jim B. opined that he likes the idea of a multi-disciplinary decision-making board.

Liz reported on the following:

- She is awaiting the start of work on the infield at the McKenney Babe Ruth Field. It was scheduled to take place this week, but the work has been postponed due to rain.
- She needs RYBSA's application for August's Monti Tournament.

The Merrill School parents group is having the school's back parking lot sealcoated and games permanently marked thereon. Liz feels that the elimination of these parking spaces will prove problematic for several reasons – among them, that this is

the after-school parent pick-up area, these spaces are always heavily used during ball games, and there are handicapped parking spaces located there. It was noted that new handicapped spaces could be designated near the football bleachers.

The broken playground apparatus was repaired over April school vacation.

- RYBSA has been reminded that any proposed alterations, improvements, or construction projects need to go through the established permitting process prior to the commencement of any work. Approval must be received from both the Park & Rec and the Highway Departments. In addition, building permits are required to assure that the work is done according to code. The Chairman asked that all league directors be sent an email reminding them of this procedure policy.

The following spring field-use permit requests were acted on:

- A request was submitted by DFCI – Jimmy Fund for the use of the RMS football/soccer field and track for a 5K race to be held on May 22 from 8:30 to 11 a.m. Liz noted that there are no lacrosse conflicts, and she will ask lacrosse whether its porta-potties would be available. Jim B. made a motion to approve this request with a fee of \$120; Chris seconded and the two voted in favor of the motion.
- New England Shockwave Softball submitted a request for a softball field on Mondays through Thursdays from 5:30 to 8 p.m. between June 12 and Oct. 2. Jim B. made a motion to approve this request with a fee of \$550; Chris seconded and the two voted in favor of the motion.
- The West Bridgewater firm Rexa, Inc. submitted a request to hold a team-building game at the Borden Colony softball field on May 4 from 3 to 9 p.m., with no raindate specified. Jim B. made a motion to approve this request, as well as a raindate to be determined, with a fee of \$120; Chris seconded and the two voted in favor of the motion.

There were no Commissioners' reports given this evening.

Liz indicated that summer program planning began this week. This year's playground program will span seven weeks between the dates of July 5 and Aug. 19, 2016. Staff will complete CPR and first aid certifications prior to the start of the program. A strict staff cell phone policy will be enforced. Employees are not to be in possession of their phones while working with children; violators will be sent home and possibly terminated if seen using a phone during working hours.

The meeting was adjourned at 6:37 p.m.

Respectfully submitted,
SJ Blanchard

Administrative Assistant/Recording Secretary

