

PARKS COMMISSIONERS  
MEETING MINUTES  
GREAT BARRINGTON MASON LIBRARY  
231 MAIN STREET  
GREAT BARRINGTON, MA 01230  
MAY 14, 2018  
5:00 P.M.

**PRESENT:**

**KAREN SMITH, CHAIR**

**THOMAS NORTON**

**PATRICIA SALVI**

**CHRIS WILTSHIRE**

**ILANA SIEGAL**

**STEPHEN BANNON**

**ANTHONY TROIANO- LATE**

**NOT PRESENT:**

**PAUL GIBBONS**

**CHARLES BOUTEILLER**

1. **APPROVAL OF MINUTES**

A. Minutes of April 9, 2018

**MOTION:** Stephen Bannon to approve.

**SECOND:** Patricia Salvi

**VOTE:** 6-0

2. **PARKS USAGE REQUESTS:**

A. John Lucey/Babe Ruth Baseball to use Memorial Field from May 1 through July 31 from 4:00 p.m. to 8:30 p.m. – Monday, Tuesday, Friday and Saturday. (Discussion/Vote) – After discussion, Karen noted that they are not to use the field until Parks receives a Certificate of Insurance. Also a representative of Babe Ruth was not present. No Vote was taken.

B. Mahaiwe Performing Arts Center to use the Town Hall Green/Park on Sunday, July 29, 2018 for the Annual Gala Fundraising Dinner. Times: 5:00 p.m. to 8:00 p.m. The Tent will be set up on July 27 and removed July 30. (Discussion/Vote) Amy Rudnick was present to explain the request. She noted the Old Inn on the Green will cater the event. They will apply for an entertainment license and a one day liquor permit from the Board of Selectmen.

**MOTION:** Stephen Bannon to approve.

**SECOND:** Patricia Salvi

**VOTE:** 7-0

Sean advised that work will be done on the Town Hall roof so there may be some conflict with parking. Sean said he would make sure it is coordinated with the contractor.

C. Fairview Hospital, 29 Lewis Avenue to use the Town Hall Green/Park on Sunday, September 22, 2018 from 9:00 a.m. to 9:00 p.m. for the annual fund raising gala and dinner. The tent set up will be on Friday, September 21, with removal to be September 24 (Mahaiwe Tent). (Discussion/Vote) Amy Rudnick was present representing Fairview Hospital. Stephen Bannon noted that he is an employee of Fairview Hospital and there is no money to be made so he is not recusing himself and Ilana is on the Gala Committee and will not be recusing herself either. Amy explained that the event will be from 5:30 p.m. to 8:00 p.m. The Marketplace Kitchen will be catering the event. She noted they would apply to the Select Board for a one day alcohol permit and entertainment permit.

**MOTION:** Ilana Siegal to approve.

**SECOND:** Stephen Bannon

**VOTE:** 7-0

- D. Community Development Corporation of South Berkshire to use Memorial Field on Sunday, September 30, 2018 from 12:00 p.m. to 4:00 p.m. for a charity softball game to raise money for building affordable housing. (Discussion/Vote) Rain date 10-7 Emmalyn Gaertner was present to explain her request. She noted that they would have a non-dedicated ambulance there at the time of the game.

**MOTION:** Stephen Bannon to approve.

**SECOND:** Ilana Siegal

**VOTE:** 7-0

- E. Molly Lowell -Tinkergarten Program to use Lake Mansfield Park for a small parent child nature play class for ages 18 months to 5 years once a week for 1 hour. The free community playgroups begin on 6/9 and the paid sessions begin on 7/9. (Discussion/Vote) Molly Lowell was present to explain the request. She said Tinkergarten is an educational based play program that takes place in an outdoor classroom. The children attend with a parent or guardian. Karen noted that there are CHP Playgroups, Great Barrington Land Conservancy, and the Lake Mansfield Alliance. She said it would be advisable to contact these other groups. The cost is \$105 for the six week sessions. Scholarships are available to parents who need financial assistance. There are discounts for families with multiple children. Karen suggested contacting the local CHP and Head Start at the local elementary school. Karen also suggested that she contact Mary Feuer at CHP. Steve Leonard said Berkshire South is going to offer swim lessons at Lake Mansfield. It was also suggested that she speak to Steven Leonard as well.

**MOTION:** Stephen Bannon to approve.

**SECOND:** Ilana Siegal

**VOTE:** 7-0

Karen said she would like a report at the next meeting which is June 11, 2018 @ 5:00 p.m.

- F. Southern Berkshire Youth Football, Inc. to use Olympian Meadows Monday through Saturday beginning August 6, 2018 through October 31, 2018 from 5:00 p.m. to 7:30 p.m. (Discussion/Vote) Graham Frank was present to explain the request. There are two porta potties there now.

**MOTION:** Stephen Bannon to approve pending the renewal of the insurance.

**SECOND:** Ilana Siegal

**VOTE:** 7-0

Karen said if we have to leave the porta potties at Olympian Meadows for an additional time, and since there is a cost to that, we may have to share it.

### 3. **PARKS CARE AND MAINTENANCE:**

A. Updates from Sean VanDeusen, DPW Superintendent – The parks have been cleaned and mowed. Mulch has been ordered to make the playground areas safer. The gazebo area has been landscaped. Bathrooms are at Olympian Meadows and Lake Mansfield. The changing stations have arrived and we have ordered several bike racks. Bids were opened last week for the RFP for the summer parks program. It was noted for the current budget there is \$9,041.88 left in the budget for Parks Programs and Management for Life Guarding. Sean said the ropes will go out Thursday and the weed barrier next. The valve snapped at the water fountain at Memorial Field. Gilmore's will fix the valve. He noted he would have the Fire District turn the water on. The new accountant has broken the budget out differently. Parks Improvements on the second page of the budget shows \$15,100.37 that was carried forward from FY14. The Youth Programming and the Parks programs and Management will be combined.

B. Berkshire South – Steven Leonard – He noted they have been in discussion with Railroad Street Youth Project in regard to them taking over the skate park part of the management program. June 1 will be the transfer day. They are looking good for Lifeguards for the lake and staff for the Housatonic Park. Karen said we need to have a meeting with the staff at Housatonic Playground and Memorial Field about protocol for calling the Police Department for certain conflict situations. Karen said she would like the chief and sergeant there. Steve said he would send the plan to Karen and then set up the orientation. He also noted he would send out the first draft of the activity schedule, usage, weather, etc. Karen said she would like weekly information on the Town's Facebook page as to what activities are going on. This should go to Amy Pulver.

C. Ananda Timpane of RSYP – she noted on 6/1/ they will start the contract as soon as it comes together. They have 3 staff lined up. They will carry over the Berkshire South staff until 6/23/when Railroad Street

Youth will be on their own. Sean McTeige is the coordinator and the staff is working on programming ideas. Chris Tuchi and Randy White are working on a morning workout program for Monday, Wednesday and Friday. Ananda said she would like to have the skate bowl painted with the correct type of paint. Karen said she would like a report on what type is correct. It was also noted that the drain level is lower than the drain.

**SOUTH STREET PARK:** Sean said when we do Giggle Park we might want to move the South Street Park equipment at that time. It could be moved to the Housatonic Park. Karen said we need pictures of the equipment and need to ask the public where they would like it to be placed. Chris Wiltshire said he would take pictures of the equipment. This will also be included on the June agenda. Chris noted that Olympian Meadows would be a good place for the exercise equipment because of the proposed trail. Ilana said a swing set could be added to the park.

4. **OLD BUSINESS:**

A. **Fees for Park Usage – Ilana** – Stephen questioned if the Parks Commissioners has the power to impose fees or if it would have to go before the Select Board? He noted he thought it would have to be recommended to the Select board. Ilana said a number of towns in our area charge a usage fee for events at parks. Most organizations could pay a fee or an in kind donation, i.e. work on the field, etc. Fairview Hospital, as an example would pay a fee anywhere else for their gala. If someone is making money there should be a cost for using the park. Stephen thought that currently any money would go into the general fund. Tom said that people have been able to make donations to the parks for benches, etc. This needs to be worked out between the Select Board and DPW to see how we can have a fund to be used specifically for park projects.

**MOTION:** Stephen Bannon to request a suggested donation for the usage of parks for one year on a trial basis for people who fill out a Parks Usage Request Form.

**SECOND:** Anthony Troiano

**VOTE:** 7-0

B. **5 Year Capital Plan/Discussion of operating budget** – Karen read the Draft Capital Budget Guidelines for FY 19. She noted some of the items will be taken out of the FY18 budget. (A copy is available with the minutes)

C. **Public Bathrooms** – Karen said there are collapsible gates anywhere from 20 to 24 feet costing between \$1,300 and \$1,400. The problem is the cleaning of the bathrooms at Town Hall. If we need to have the union do it, it is a 4 hour minimum at time and a half two days every week which would cost \$17,000. Karen said she checked with a private contractor on the price for two days a week, Saturday and Sunday 52 weeks a year to clean the bathrooms. He said it would be about \$5,000. It would be basically 7 months at two days a week and 5 months at one day a week. Then it was debated as to who would unlock and lock the doors. The Police Department wasn't receptive to the idea of unlocking and locking the doors because they may be busy. It was suggested to come up with an auto lock system and install a camera that would go up the stairs. With the gate and cleaning it would be about \$6,000 and \$7,000. The Town of Great Barrington does not have public bathrooms and by law businesses do not have to offer bathrooms to people who are not patrons. It is still being worked on. Stephen Bannon noted that at last year's town meeting bathrooms were approved at Olympian Meadows. Sean said he is waiting for the order of the Town Manager to begin that.

**MOTION:** Stephen Bannon that we immediately start planning operations to put in bathrooms at Olympian Meadows that were approved at last year's town meeting

**SECOND:** Pat Salvi

|                               |                 |     |
|-------------------------------|-----------------|-----|
| <b><u>ROLL CALL VOTE:</u></b> | Stephen Bannon  | Yes |
|                               | Tom Norton      | Yes |
|                               | Ilana Siegal    | Yes |
|                               | Anthony Troiano | Yes |
|                               | Chris Wiltshire | Yes |
|                               | Karen Smith     | Yes |
|                               | Pat Salvi       | Yes |

**MOTION CARRIED** 7-0

Sean said he thought the wait was the timing of the bond to be issued. Karen said we need a letter saying we are directing the Town Manager to get the RFP out for the bathrooms at Olympian Meadows that was voted on over a year ago.

**GIGGLE PARK** – Karen noted we need to work up the #'s so we will know exactly what we need to do to put the swings and the slide in. As soon as we have that, we can approach Ms. Iredale about covering the cost. Landscape Structures also gave some numbers for Dewey School and Grove Street parks. We have some capital money to do this. Sean said we are trying to do some of the work in house or with contractors doing excavation to see which is cheaper. The bids were just opened and he noted he needs to meet with them to get the costs of the prep work.

5. **NEW BUSINESS:**

6. **CITIZENS SPEAK:**

Ed Abrams suggested asking for a donation after the parks usages requests have been approved. Pat Salvi, the Key Club Advisor at Monument Mountain Regional High School, noted the Key Club had their last meeting a couple of weeks ago and one of the things they want to do is finish painting the dugouts at Olympian Meadows in the fall. If there is something else they would like to do it.

7. **COMMISSIONERS SPEAK:**

Tom asked how the community outreach is done. Karen said we need to do a press release and then break into 3-4 subcommittee groups. Tom said he and Sean looked at locations for a bike rack and came up with two places to put one.

8. **NEXT MEETING DATE:**

A. June 11, 2018 – **MASON LIBRARY**

9. **ADJOURNMENT:**

On a motion by Stephen Bannon and Seconded by Patricia Salvi, the meeting adjourned at 6:15 p.m.  
All were in favor.

Respectfully submitted,



Carolyn Wichmann

Recording Secretary