

# Recreation Commission Meeting Minutes

## January 15, 2019

### ***In attendance:***

Commissioners: Todd Lindmark, Liza Carreiro, Mark Edwards, Brendan Carty, Will Rigdon,  
Recreation Director: Ann Proto  
Also in attendance: Barry Zimmerman, Mike Findlan, Steve Astorino (Norfolk Baseball)

Meeting called to order in Room G-7 at 6:33pm.

### ***Secretary Meeting Minutes:***

- Will ask for correction change from “mail” to “Main” in November minutes, correction noted. Mark E. moved to accept the November meeting minutes; Will R. seconded the motion; all agreed and it was carried forward.

***Vouchers:*** Presented and signed

### ***Norfolk Baseball:***

#### **Dugouts:**

- Members of Norfolk Baseball: Barry Zimmerman, Commissioner; Steve Astorino, President, and Mike Findlan came to meeting to update Rec. Commissioners on plans to complete dugouts.
- Barry Z. handed out to Commissioners plans for dugouts at Pond St. Complex (**attachment**) that were approved by Norfolk building department and assured the Commissioners that the dugouts will be complete by April 1 and Baseball will cover cost to complete.
- Mike F. explained scaled down dugout plans to what Baseball can afford and by private funding; any design changes will run by the Commissioners first.
- Benches from previous dugouts maybe reused.
- Community based labor was discussed; question raised regarding town employees working volunteer hours while on Towns time. Will need to find out if legal. Insurance was also discussed for working volunteers.
- Barry Z. gave the Commissioners his guarantee that the dugout will be complete by April 1.
- Ann P. was asked to go to BOS for permission to have town workers build dug out during work hours if legal but if this is not possible Baseball agrees that they will hire builder to complete dugouts with hopes of more donations of materials/labor.
- Shingle color was discussed and all agree that color need to be at minimum similar.
- Norfolk Police requested to have windows so there is visibility into the dugouts from the parking lot.

#### **Score Board:**

- Quotes and specifications for scoreboard at Pond St. handed-out to Commissioners; similar to the one on F/K Little League field.
- Placement of scoreboard discussed and right field was suggested for best viewing and for expansion.
- Baseball asking Commissioners for any contributions to help with cost; Baseball made multiple suggestions on how Recreation could help.
- Todd Lindmark pointed out that there is a max of \$10000 for a project without getting bids-this is for Town projects.

### ***Programming Update:***

#### **Current Session**

- Winter programs going well; new programs include “A Cluttered Life” and “Wine Making”; Programs posted on Facebook as events.
- Starting to put together Spring/Summer brochure; talk to Matt H. regarding allocated space for Summer programs and install of new roof at HOD may impact programs.
- Tried to plan a field trip like the October trip for January but to run filed trip less than 4 hours is difficult.

#### **NWYB**

- Girl’s side running smoothly; girls varsity coach very supportive and has made sure varsity players are at the program. Riley Dalzell and JJ Tibbetts are running the girls side of the program and the Thursday evening practices. They are college students and KP graduates who have been working at the program since high school.

- Boy's side of NWYB got off to a rough start in December. In September, Ann had met with new Coach, Dave DeStefano about NWYB, its schedule and staffing levels, and the Celtics game and that the KP boys are scheduled to play on Center Court at half time. At that time Dave committed to being at the program or to have his staff there. Dave chose the date for the Celtics game, Dec. 23.
- Within a few days of the start of the program, Dave let Ann know he was sending 6 varsity players to NWYB rather than the 12-14 players originally requested. Ann asked for more players, 22-24 players showed up, mostly freshman. This has typically been a program for Varsity players as Freshman are very young and need a lot of supervision. Overall, there is no support from the KP Boys Coaching staff.
- KP players/parents did not buy anywhere the expected amount or tickets. NWYB buys 200 tickets so the KP Boys can play at half time with the expectation that KP will buy at least 100 tickets. This year KP families bought 31 tickets. Ann had asked for help selling the tickets from Warriors Basketball many times. They sent emails but to no avail. In order to not have a total loss some tickets were sold on Stub hub. The last time the KP Boys played on center court 100 tickets were allocated and we had to buy an additional 86 tickets.
- Dave D was given 19 tickets for the Varsity players, manager and 4 coaches tickets. A week after the game, Coach DeStefano told Ann that 4 players did not go so 5 tickets went unused. Assume that the seats went unused. Ann concerned that the boys that did not attend did so because they couldn't afford it. Ann is very disappointed that she was told a week after the fact that tickets went unused.
- Dave D showed up the first Saturday practice and let Ann know he was not available due to personal reasons. His staff did not end up attending either. Ann now doing staffing each week.
- Ann contacted Joe DeCruccallo for help and also was able to hire Chris Lanata to run the boys side. 'SWARM' may be asked to run boys program next season.
- Season going well, but not without a lot of extra work to make it come together. The KP players are doing well.

#### **Summer Playground**

- Program has been a great success and we want to continue but reorganization is needed due to more kids attending each day, parents coming early and picking up late, and minimum wage increasing yearly. The summer fee of \$79 does not cover the cost due to this increase combined with the increased amount of counselors needed.
- Ann to evaluate numbers and will make recommendation(s) at next meeting.
- Will R. was approached by a parent who said she felt there wasn't much for participants to do. Children are encouraged, but it's not mandatory for them to participate in activities; a monthly/weekly schedule is published in advance so everyone knows the schedule.

#### ***Field/Facilities Updates:***

##### **Tournaments**

- Policies for tournaments needed so adequate planning can be done. Advance notice is important. Ideally, tournaments would be identified at field allocation meeting so other organizations would also now of about pending tournaments so they can also plan. Fee structure for tournaments need to be determined. Brendan said that \$50 per game is typical fee. Factors to consider are trash collection, portable toilets, parking, police detail, maintenance of field for length of tournament.
- DPW does pick-up trash if given enough time for tournaments.
- Brendan will come up with draft of policies and procedures for next month.

##### **Banners**

- Banner program as is very time consuming and alternatives ways to manage program are needed.
- Current banners do not hold up, although they are better than a couple of years ago. Ann brought up possibility of using a wind permeable screen for backing and Brendan suggested Sullivan in Texas.

##### **Pond St. Expansion:**

- Article passed at Town meeting. DOC has filled out a TR1 form along with Capital Asset and they are currently in talks with Norfolk Selectmen to finalize transfer.

#### ***CPC Updates:***

- Pondville Rail Trail appraisal for parcel of land at Pondville will be complete on 1/16. Next CPC meeting will be first week of Feb. with possible discussion to offer purchasing the land.

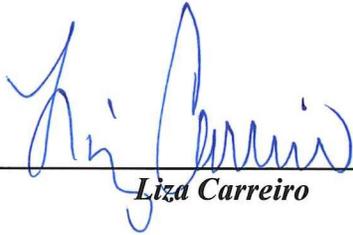
***Next meeting:***

- Field Allocation meeting Monday, Feb. 4, 6:30 in Rec. office, Todd L., Brendan C. and Will R. will be in attendance.
- Tuesday, February 26, 7:00pm, Room G-7

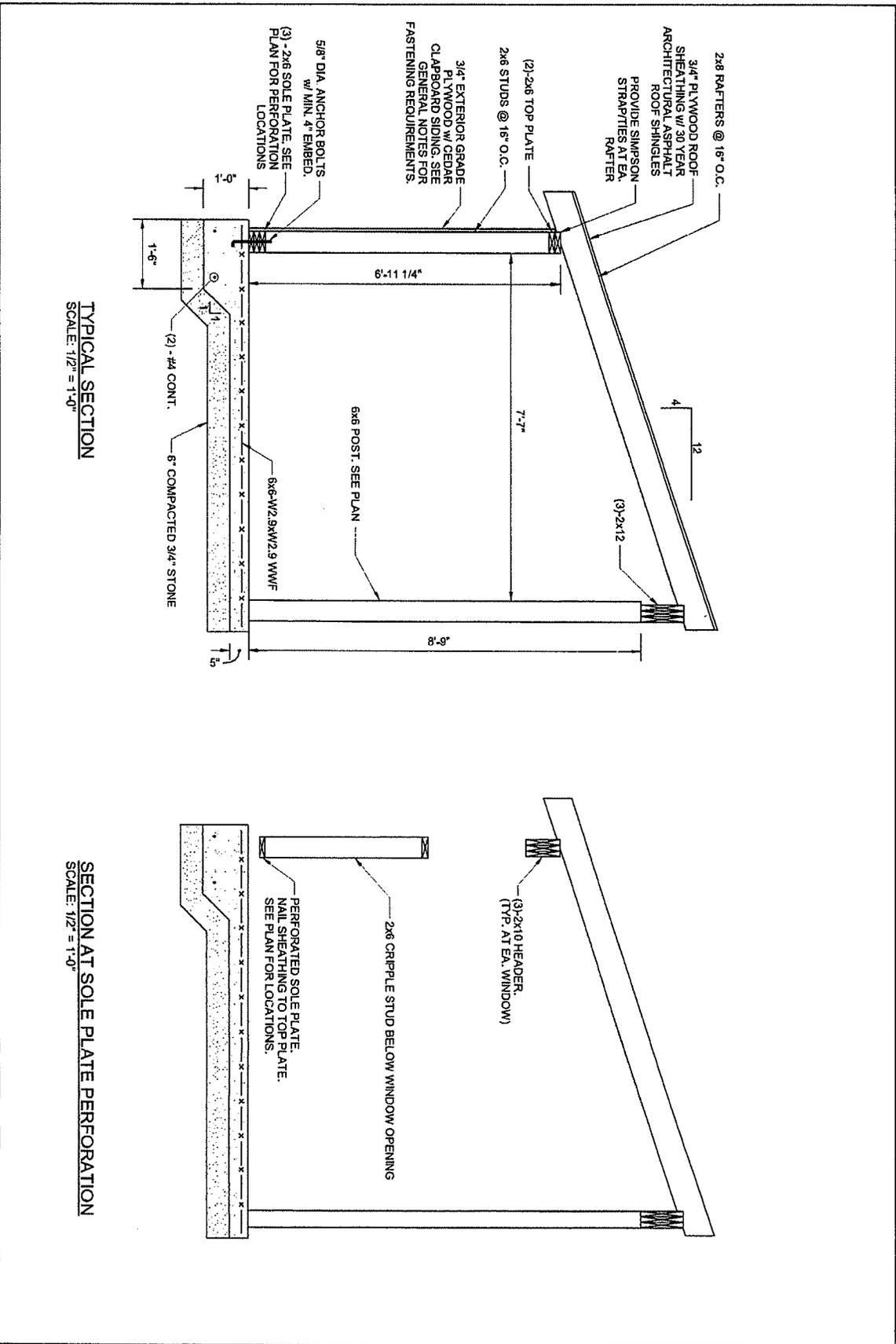
The meeting was motioned & seconded to adjourn and agreed unanimously at 8:09pm

Respectfully submitted,  
Kathy O'Brien

***Clerk's Signature:*** \_\_\_\_\_



***Liza Carreiro***



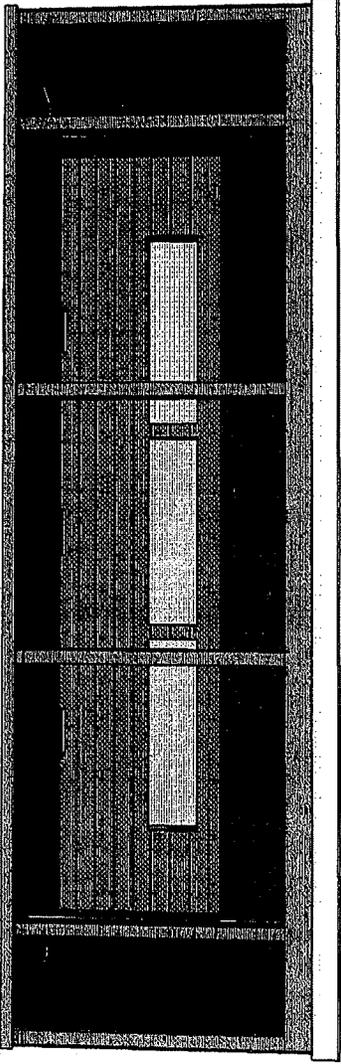
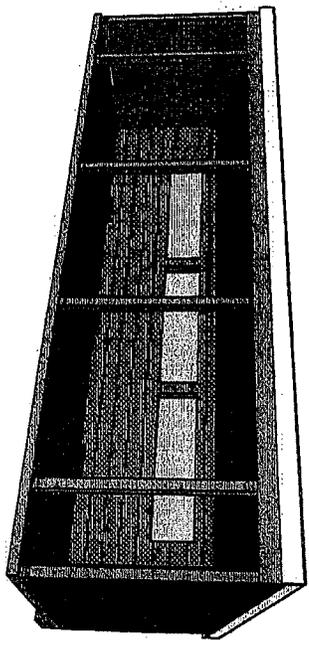
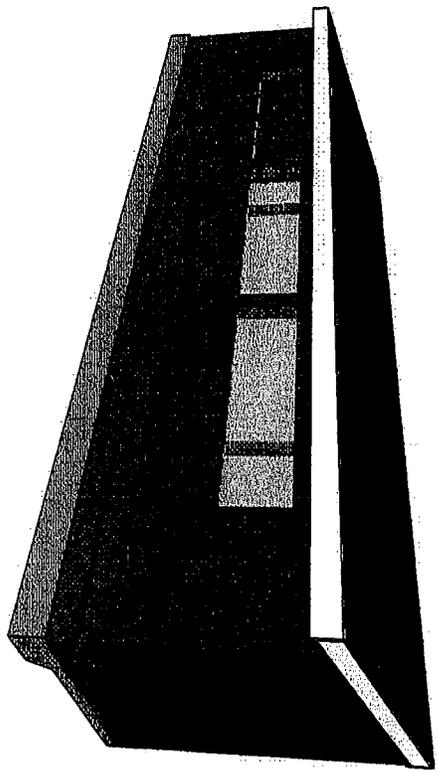
TYPICAL SECTION  
SCALE: 1/2" = 1'-0"

SECTION AT SOLE PLATE PERFORATION  
SCALE: 1/2" = 1'-0"





Mike Findlen - 508-889-4744



CLIENT  
M.F. Dunn Development  
83 Boardman St.  
Norfolk, MA 02056

PROJECT  
Pond Street  
Recreation Facility  
Norfolk, MA

PROJECT NO.  
N0009

DRAWN BY  
BEM

ISSUE  
MMLDD.YY

Mike Dunn  
508-479-4846

NORFOLK TOWN Dayouts  
ROUGH FRAME STOCK LIST

12-10-18

QUAN.		
70/12'	2x8 KD	8/10' 6x6 PT post
160/8'	2x6 KD	
25/10'	2x6 KD	
16/16'	2x6 KD	
15/16'	2x6 PT	
10/10'	2x6 P.T.	
29/8'	2x10 KD	
8/14'	2x12 KD	
10/10'	2x12 KD	
30/12'	STRAPPING	
PC	SILL SEAL	
150'		
44 3/4"	CDX PLY	
14 3/4"	PT PLY.	
6 1/2"	CDX PLY	
9 □	ARCT SHINGLES 30 BLUE	
5 ROLLS	GRACE ICE & WATER	225' EACH
20 PC	8" WHITE DRIP EDGE	
1 BOX	1/4 COIL NAILS ROOFING	
1 BOX	16° GAL GUN NAILS STICK BOSTICH	
1 BOX	8° RING SHANK GUN NAILS/STICK BOSTICH	
1 BOX	1 3/4 STAINLESS STEEL SIDING GUN NAILS HITACHI	
5 LB	TYCO HANGAR NAILS	
1-9' ROLL	TYVEK	
2200 LF	1/2' x 6" PRIMED CVG FINGER JOINTED CLAPBOARD	

~~XXXXXXXX~~ ✓

508-479-4846

12-6-18

# ROUGH FRAME STOCK LIST

QUANT	
12/3/4"	DRIP CAP WHITE
12/18'	1X10 PVC
18/18'	1X8 PVC
8/18'	1X6 PVC
6/18'	1X5 PVC
22/18'	1X4 PVC
8/8'	5/4 X8 PVC
150	HURRICAN CLIPS
16	FLAT SIMPSON PLATES 4 X 10
8	SIMPSON 6X6 POST ANCHORS

MIKE DUNN  
508-479-4846

12-6-10

### INSIDE FINISH STOCK LIST

QUAN

60/10'	1X8 SHIP LAP
64/14'	1X8 SHIP LAP
128/16'	1X7 TEG PRIMED
1200 LF	MAHAUGEY 1X4"
12/3/4"	CDX
25/16'	2X4 KD
3 BOXES	SIMPSON 2" STAINLESS ANGLE GULD NAILS
3 BOXES	" 2 1/2" " " "
4/16'	2X4 P.T.

5 LB  
1-9' roll  
2200 LF

TYCO HANGAR NAILS  
Tyvek  
1/2' x 6" PRIMED CG FINGER JOINTED CLAP BOARD

~~REMOVE~~ ↓