

Medfield Parks and Recreation Minutes

Pfaff Center 2/04/09 7:30 AM

Attending: COMMISSIONERS: Toby Burrell, Lisa Louttit, Steve Farrar, and Mel Seibolt
DIRECTOR OF PARKS AND RECREATION: Jim Snyder
PROGRAM COORDINATOR: Kevin Ryder
ADMINISTRATIVE ASSISTANT: Paula Carroll

1. Field Permit Process

A new form, the "Outdoor Facility Permit" has been created. It is to be filled out in advance by any/all parties interested in reserving any field or court. As part of the permitting approval process, the entity reserving the field(s)/court(s) must sign-off on and agree to adhere to a list of "Field Policies" and list of "Field Rules and Regulations".

- The "Outdoor Facility Permit" will be used to schedule dates and times, per organization, per field. As part of the "Outdoor Facility Permit":
 - The "Field Policies" guidelines pertain to in-climate weather, state of field conditions, etc.
 - The "Field Rules and Regulations" pertain to trash removal, parking regulations, alcohol prohibition, dogs leash requirements, etc.

VOTE: Motion to adopt the "Outdoor Facility Permit. All in favor of adopting the "Outdoor Facility Permit" retroactive as of January 1, 2009:
UNANIMOUSLY APPROVED: 4-0.

VOTE: Motion to adopt the "Field Policies" guidelines. All in favor of adopting the "Field Policies" retroactive as of January 1, 2009.
UNANIMOUSLY APPROVED: 4-0.

VOTE: Motion to adopt the "Field Rules and Regulations". All in favor of adopting the "Field Rules and Regulations" retroactive as of January 1, 2009.
UNANIMOUSLY APPROVED: 4-0.

2. Field Fee Re-Structuring

Field fees are increasing and all parties who use the fields will be informed over the course of the next week.

3. Landscape Strategy Update

Several approaches are still under consideration with regards to restructuring the landscaping strategy.

- Breaking down of the landscape contract to separate quotes and bids, to perhaps, use more than one vendor.
- Cost cutting strategies, such as fertilizing on a per field per application basis as needed.
- The possible hiring of a part-time trash removal employee.
- Assessing the hourly labor and cost requirements for daily in-field care and clean up to determine alternative cost saving methods for managing those needs.

4. Kingsbury Club Tennis Collaboration

Parks and Rec is offering indoor adult and junior tennis through the Kingsbury Club on Sunday evenings from March 1 to April 12.

Meeting adjourned: 8:45 AM.

Next Meeting: Wednesday EVENING, February 25th at 7:30 PM.