

Town of Rowe-~~EY 2015~~
Park Commission
Minutes-Monday, September 29, 2015-6:30pm

Call to Order: 6:35pm

Present: Bruce Cowie, Laurie Pike, Rich Hamilton, Sean Loomis

Audience: None

Ranger Report: See Attached

Meeting Discussion:

- **Lean-to:** Bruce received an email from Marilyn Wilson (Selectmen Chair) about whether a building permit was pulled and if it was up to code. Bruce talked with Sean about it and Sean told him that any structure under 200 square feet doesn't need a permit. Sean said he would call FERCOG and talk with Jim Hawkins to clarify the Mass Codes. On 9/14/15 Sean contacted Jim and explained the situation and sent Jim 10 pictures (4 of the deck, 6 of the lean-to) for his review. On 9/24/15 Jim Hawkins contact Sean explaining that any structure under 200 square feet does not need a permit and that the lean-to was all set. See attached emails
 - **Lean-to Railing:** Discussed weather a railing should be installed at the front of the lean-to. It was decided that even though the lean-to isn't held to a building permit and codes that there should be some type of railing in the front. The height of the deck from the ground is 32-40inches and code is anything greater then 30inches requires a rail system. Sean will install a basic system to prevent falls but not over do the system that it destroys the concept of a backcountry structure.
 - **Fire Pit/ Cook Pit:** Sean was contacted by Jen Morse (Fire Department Clerk) about the fire pit at the lean-to location. Sean Explained to her that there was a temporary fire pit there that was used the summer of 2014 for the Survival Program sleep over. Jen made a recommendation that the park call it a cooking pit (less paperwork with the State) and that the Fire Chief (Brandon Sprague) needs to inspect it. Sean agreed to set up a time to bring Brandon to the lean-to for an inspection. The inspection never happened due to conflicting schedules (Brandon's availability during the week, Sean's availability during the weekend and the weather). Sean ended up contacting Phil Gilmore (DCR Fire Warden for Franklin County) and asking what policies they have with their backcountry lean-to's pertaining to cooking pits. Their policies are the pit is never left unattended, always fully extinguished (to touch) and that there is some sort of fire suppression available (water, shovel, or rake). He also said that the local fire chief has to inspect or approve the pit. Sean was contacted by Jen through email (See attached) and he decided that since there were no park policies about the use of the lean-to and cook pit, that he would remove the temporary pit until next spring.
- **Park Rules and Regulations:** Sean brought an outdated rule book and asked that this winter all rules and regulations be updated. He will get copies of the rule books for all Park Commissioners.
 - **Dogs in the park:** It was voted that dogs must be leashed in the Picnic/Beach/Tennis areas. Dogs will be ^{allowed} ~~aloud~~ to swim to the left of the boat dock but must be under control at all times. In all other areas of the Park dogs must be under verbal control at all times. Sean will work on wording for the new rule and present it at the next park meeting
- **Life Guard Issues:**
 - **Near Drowning** (see EMS Coordinator report): Discussion of the incident that happened during July. Sean had said that there are no policies in place regarding incident reports and log books for lifeguards. Rich said he will do some leg work to come up with an incident report/log book for the lifeguards to fill out daily.
 - **Discussion on the use of and position of the lifeguard chair:** Chris Hyytinen (EMS Coordinator) recommended that the position of the chair be moved to either side of the beach for better visibility of the whole swim area. Rich disagreed with Chris, saying that the chair was better positioned in the center of the beach for a more central location for quicker access to either side of the swim area. In years passed Sean did not require the lifeguards to use the lifeguard chair. Rich made a recommendation that if there are more then 4 swimmers in the water that the lifeguards are required to site in the chair. He stated that the chair would not give them a better view of the swim area but it would deter the public (nonswimmers) from distracting them. Also he wants to make sure that there is a lead line attached to the back of the raft so the ladder is always facing forward.
 - **Swimming/Lifeguard Policies:** Talked about policies that need to be addressed about the swim area and lifeguard duties. New Job description for lifeguards needs to be written.
 - **Lifeguard Pay:** Eric Paige had a long talk with Laurie and one of the topics was he felt that he should be receiving more pay for the responsibilities that he has. Sean looking into the pay of surrounding areas for their lifeguards and they are as followed. DCR Waterfront Lifeguards \$13.26, Town of Ashfield \$11.00, Town of Greenfield \$9.25, Windsor Lake (YMCA Funded) \$10.00-\$10.25, Town of Worcester \$11.50-\$12.25, and Lake Onota \$10.00 this year but raising it to \$12.50 next year. Laurie made a recommendation that the budget be looked at and adjusted if needed.
- **Labor Day Weekend:** Over Labor Day weekend there was only one person staffed (Lifeguard). Laurie strongly feels that there needs to be at least 2 people on duty. Sean explained that all the summer help was going and that he was not available to work during that time. For next year during the early and late season holidays there needs to be 2 people on. Was recommended by Rich that all equipment (buoys, raft, and lifeguard chair) be removed on Labor Day Monday. This will deter people from swimming when there is no staff on duty. There was talk about the SS Percy Brown coming out but no recommendations made.
- **First Aid Training:** Rich felt that Sean needs to take a first aid training course so that there is someone at the park that is qualified to in first aid at all times Rich also felt that some of the upper staff should be trained in first aid at some level. Chris Hyytinen had made the same recommendations. He will be trying to set some training classes up in the spring for park employees.
- **AED:** Laurie asked about an AED at the Park. At this time there isn't one there. Sean will talk with Chris to see if the EMS thinks and about there training for them

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- **Lycott's Lake Management Study:** Rich had asked about the status of Lycott's study. Sean had received Don Padgett's independent study on 9/17/15 (See Attached) from Marc Bellaud (Aquatic control tech with Lycott). It was under Lycott's review and they will get back with there recommendations soon.
- **Tennis Courts:** Sean had contacted Albert Giamei from Copeland Coating Company to come and look at the Tennis Courts. Albert stopped by on 9/22/15. He went into great detail about how courts are built, longevity, and maintenance that's involved. Tennis courts are built with a 4 layer system. The bottom layer is your base layer (gravel), 2nd layer is your base layer (pavement), 3rd layer is your finish pavement layer and your top layer surface area (paint). With his experience he said that the best approach for Rowe's courts would to grind off the finish pavement to see what the 2nd layer looked like. If the 2nd layer was determined to be salvageable then you would repave the 3rd layer and then resurface the top with paint. That process would cost around \$40,000.00. If the 2nd layer wasn't salvageable and needed to be replaced you would double that cost (\$80,000.00). His Company only does the top resurfacing. He recommended that Sean calls a paving company to come out and give an estimate. One way that you could save money on the courts is to one at a time. Or to down size the courts form 2 to 1 and make the second court a multi propose (basketball, skate park, etc). Sean will contact a paving company to look at the courts.

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Routine Business:

- **Monthly Financial Review:** no review
- **Minutes:** no previous minutes

Adjournment: 8:35pm

Respectfully Submitted,

Sean R. Loomis

Approved: _____

Chair Bruce Cowie

 Laurie Pike

 Rich Hamilton

 Date