

## **BURLINGTON RECREATION COMMISSION MEETING**

**March 22, 2010  
7:00 p.m.  
Recreation Meeting Room**

- 7:00 p.m. Call Recreation Commission Meeting to Order
- 7:15 p.m. Public Participation
- 7:20 p.m. Parks and Recreation Director's Report
- 7:50 p.m. Superintendent of Parks Report
- 8:15 p.m. Chairman's Report
- 8:30 p.m. Subcommittee Report
- 8:45 p.m. New Business:
  - Policies on Naming
  - Capital Items for Warrant Article
- 9:00 p.m. Old Business:
  - Permit & Fee Structure for Field Use
- 9:15 p.m. Executive Session:
  - For Minutes approval and Legal Issues
  - Minutes of: February 22 & March 8, 2010
- 9:30 p.m. Adjourn

**NEXT MEETING: April 12, 2010**

**Burlington Recreation Commission  
Meeting of March 22, 2010  
Minutes**

*Jack Ferren*  
*Christine Monaco*  
*[Signature]*

Chairman Kristine Brown called the meeting to order at 7:02 p.m.

Commissioners in attendance: Kristine Brown, Christine Monaco, Kevin Sullivan, Jack Ferren, Paul Raymond (7:54 p.m.)

Staff members in attendance: Director of Parks and Recreation Don Lorinovich, Parks Superintendent Doug Gillingham, Program Coordinator Kelly Lehman

RECEIVED

Commissioner Christine Monaco made a **motion** to accept the meeting minutes of February 22, 2010. The motion was seconded by Commissioner Jack Ferren and passed 5-0-0.

APR 13 2010

TOWN CLERK  
BURLINGTON, MA

Commissioner Christine Monaco made a **motion** to accept the meeting minutes of March 8, 2010. The motion was seconded by Commissioner Jack Ferren and passed 4-0-1 (Commissioner Raymond, abstain)

**Public Participation**

None

**Director of Parks and Recreation Report**

Don reminded all present that the deadline to complete the Conflict of Interest mandatory on line training is April 2, 2010.

Don stated that the two Park Rangers, that worked in the parks last year, said that they would be available again this year. It was agreed that they would be needed and would work seven days per week.

Don reported that John Sanchez said that the Town will purchase recycle bins for town parks/fields.

Don said that he and Doug went to Marblehead, MA to look at their fields. Don and Doug discussed the field conditions there as well as which fields in Burlington that Osborne Organics would begin using organic products on with the Commissioners. Training of Recreation Maintenance staff and timely placement of organic products on the fields was discussed.

### **Superintendent of Parks Report**

Doug reported that the brush growing in the fence at TRW Playground has been cut and he said that the department escaped with only minimal damage due to the heavy rains last week.

Doug said that he removed the pump from the Wading Pool in order to have it rebuilt before the pool was opened. He further reported that the backstop is in at Simonds Park and that work on the Snack Shack is complete and it is set to open.

Doug discussed purchasing sod for Wildwood Park and its cost with the Commissioners. The possibility of seeding as an alternative to sod was mentioned. Doug added that he would like to discuss the possibility of purchasing turf blankets at a future time with the Commissioners.

Program Coordinator Kelly Lehman said that the Recreation Department's Summer Brochure would be mailed out on April 5, 2010 and stated that several new programs have been added to the brochure.

Kelly said that increased funding needs for programs are in part due to an increase in program hours and children's shows on the Town Common. Kelly discussed summer program price increases with the Commissioners.

Mr. Sullivan asked Kelly if fireworks would be possible for Celebrate Burlington Day and she said that they are still working on that as a possibility.

### **Chairman's Report**

Ms. Brown discussed Permit and Fee Structure comparing the policies of surrounding towns with Burlington. She distributed a comparison chart and asked everyone to review it in order to develop a permit and fee structure policy for Burlington.

### **Subcommittee Report**

Lighting issues at Varsity Field was discussed and Mr. Ferren stated that he would look into whether or not lights would be placed there.

Ms. Monaco said that the new Memorial School's official groundbreaking took place recently and that the new school is scheduled to open in September 2011.

### **New Business**

Don presented information on Policies on Naming for the Commissioners review and Mr. Sullivan agreed to do further research on the issue.

Doug discussed the Warrant Article for the replacement of the Recreation Maintenance Department's 1997 Chevrolet pick-up truck with the Commissioners.

Commissioner Christine Monaco made a **motion** for a Warrant Article to see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$30,000.00, or any other sum, for the purpose of replacing a 1997 Chevrolet 4-wheel drive pick-up truck with snow plow, same to be spent under the direction of the Recreation Commission, or to act in any other manner in relation thereto. The motion was seconded by Commissioner Jack Ferren and passed 5-0-0.

Don discussed the Warrant Article for the replacement of the Recreation Department's 1995 Dodge Caravan with the Commissioners.

Commissioner Christine Monaco made a **motion** for a Warrant Article to see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide the sum of \$21,000.00, or any other sum, for the purpose of replacing a 1995 Dodge Caravan, same to be spent under the direction of the Recreation Commission, or to act in any other manner in relation thereto. The motion was seconded by Commissioner Jack Ferren and passed 5-0-0.

Don and Doug left the meeting to attend the Selectmen meeting.

### Old Business

Ms. Brown addressed Permit and Fee Structure in her Chairman's Report.


### Executive Session

Commissioner Christine Monaco made a **motion** to go into executive session for minutes approval and legal issues and will return to public session only for purposes of adjournment. The motion was seconded by Commissioner Jack Ferren and passed 5-0-0. The roll call vote is as follows: Commissioner Paul Raymond, aye; Commissioner Jack Ferren, aye; Commissioner Christine Monaco, aye; Commissioner Kevin Sullivan, aye; Commissioner Kristine Brown, aye.

The Commissioners were in executive session from 8:30 p.m. to 8:35 p.m.

Commissioner Kevin Sullivan made a **motion** to adjourn the meeting at 8:35 p.m. The motion was seconded by Commissioner Jack Ferren and passed 5-0-0.

Respectfully submitted,



Lyn Burke  
Recording Clerk

**Burlington Recreation Commission  
Meeting of March 22, 2010  
Minutes  
Executive Session**

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Commissioner Kristine Brown called the executive session to order at 8:30 p.m. TOWN CLERK  
BURLINGTON, MA

Commissioners in attendance: Jack Ferren, Paul Raymond, Kevin Sullivan,  
Christine Monaco, Kristine Brown

Staff members in attendance: Program Coordinator Kelly Lehman

Commissioner Jack Ferren made a **motion** to accept and **hold** the Recreation Commission executive session meeting minutes of February 22, 2010. The motion was seconded by Commissioner Paul Raymond and passed 5-0-0. The roll call vote is as follows: Commissioner Paul Raymond, aye; Commissioner Jack Ferren, aye; Commissioner Christine Monaco, aye; Commissioner Kevin Sullivan, aye; Commissioner Kristine Brown, aye.

Commissioner Jack Ferren made a **motion** to come out of executive session at 8:35 p.m. The motion was seconded by Commissioner Christine Monaco and passed 5-0-0. The roll call vote is as follows: Commissioner Paul Raymond, aye; Commissioner Jack Ferren, aye; Commissioner Christine Monaco, aye; Commissioner Kevin Sullivan, aye; Commissioner Kristine Brown, aye.

Respectfully submitted,



Lyn Burke  
Recording Clerk

