

# Recreation & Parks

## July 1, 2025, 6:00 PM

### Community Center

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Attendance: Karin Ernst, Chris Kennedy, Larry Simpson, Shelly Bedrossian. Rossana Ferrante is not in attendance.

Meeting called to order at 6:00 PM.

#### **Approval of Previous Meeting Minutes**

- Motion to approve the June 16th meeting's minutes. Seconded. All in favor, the motion passes.

#### **2025-2026 Projects and Focus**

- Gatchell's Lighting: The target start date for the Gatchell's project is August 25th. In the meantime, we will get Electric Light to inspect their poles. Pete noted that they've installed a few new poles already and will talk to them about changes we had to make.
- Discussed the possibility of renting portable lights until the Gatchell's light project is complete. Shelly looked into potential placements to maximize usable field space.
  - Brown: the agreement with the neighbors was that no activity would be on the Brown fields after dusk.
  - Middle Village: drains the best, but it's school property.
  - Bud Orne: concerns that there are a lot of divots and there is no irrigation.
- Project recaps:
  - Seaside basketball: Tom McGovern is working with Don Rowe and others who want to refurbish the basketball court and dedicate it to Paul Mitchell, co-founder of Marblehead Youth Basketball.
  - Gerry School Playground/Park on Elm: This was a project by the Friends of the Park on Elm to revitalize the park at the former Gerry School. Rec & Park was only brought into it recently. It will be a 70% accessible playground with a rubberized surface.
  - Chandler Hovey pavilions: Linda and Shelly did a walkthrough and took pictures of elements in need of improvement (retaining wall, pavilions) - the project hasn't started yet. Pete noted that the pavilion facing Children's Island is most in need of work.
  - Community Center program room redesigns: improve the utility and versatility of Community Center's rentable rooms by adding accordion walls and softer flooring.
  - Crocker Park Curtis Coffin fund: \$80,000 fund for improvements at Crocker Park.
  - Devereux ADA beach improvement grant: now completed. \$92,000 was awarded to make the beach more ADA compliant.
  - Stramski House: This project has been going on for the past eleven years with an original goal of creating a wedding venue. Rossana is currently leading the project with Essex Tech. It has used Shattuck Fund and revolving fund money. Projected completion of Spring 2026. The vision now is renting it out for meetings, cookouts, graduations, family events, etc.

- Field allocation: Discussion on how to operationalize field allocation, potential new software to make scheduling more efficient. Shelly spoke with fall sports leaders to gather information on what is needed. Discussion of current scheduling.

### **Devereux Beach: Status and Potential Improvements**

- Karin and Chris walked the beach on Friday and identified areas in need of improvement:
  - Faded signage needs to be replaced.
  - Install jersey barriers by the kiosk to protect the attendants.
  - Pete will put filling in at the end of the MobiMat on the regular maintenance schedule.
  - Discussed the plumbing for the beach shower.
  - Larry will be the liaison with Cottage Gardeners.
  - The Sundial is in rough shape (metal has rusted through); we may put it out there to see if a new one could be donated.
  - There is a lack of shade on the Riverhead side; a smaller permanent pavilion may be a good solution.

### **Department Staff Job Descriptions Discussion**

- Re-organization proposal of the department moving forward, knowing that Pete will be retiring. The current structure has a Superintendent and a Director of Recreation who both report to the Commission; it has worked well due to a solid interpersonal dynamic, but presents some vulnerabilities and challenges. Proposed changes: create three positions that report to the Superintendent: a Parks, Facilities, and Permits Director, a Recreation Supervisor, and a Customer Service Coordinator.
  - Parks, Facilities, and Permits director: new position. Jaime's goal: put it out in November, interview looking to hire for February 1st. Pete is retiring at the end of January and the department needs to be planning summer and the beach.
  - Recreation Supervisor: currently Olivia's role. The level of responsibility should be compensated at Grade 7. This would go out in September.
  - Recreation Customer Service and Community Engagement Coordinator: This is an office worker position. Currently we have part-time staff that are paid from the revolving fund. The position should go before the Compensation Committee immediately.
- Motion to approve the new organizational chart as well as the three new positions moving forward, as well as pay for them if Compensation gives the okay. Seconded. All in favor, the motion passes.

### **Park Updates (Pete)**

- One employee has given two weeks notice. The position will be posted internally for five days and then can take outside applications.
- Prepping for the Festival of Arts and the fireworks.
- Stramski's: we received sign-off on the rough plumbing and electrical. Pete was told we may need the building commissioner to sign off on the rough as well. Once that's done, we can decide how we want to go about getting it insulated and blue-boarded.
- The department started using new accounting software as of today.

### **Recreation Update (Jaime)**

- The department is moving forward with summer programming.

### **Public Comment**

- Stramski Pier: Steve Wolf of the Harbors & Waters Commission invited members to attend the next meeting on July 8th at the Harbormaster's at 7:30 regarding Stramski concerns. A Recreation and Parks commissioner will attend their next meeting.

### **Correspondence**

- Shianne Burns requests the use of the Crocker Park Gazebo on September 13th from 4 to 5 PM for a small wedding ceremony for 20 guests. Move to approve pending insurance and fees. Seconded. All in favor, the motion passes.
- Ron Keats of Framingham requests the use of Crocker Park on August 25th from 3 to 5:30 PM for a small wedding ceremony for 20 guests, and a fee waiver. Motion to approve pending insurance and fees (waiver not approved). Seconded. All in favor, the motion passes.

The next meeting will be on Tuesday, July 15 at 6 PM.

**Meeting adjourned at 7:49.**

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Minutes taken by Mary Herchenhahn