

Recreation Commission Meeting Minutes

June 17, 2019

In attendance:

Commissioners: Liza Carreiro, Will Rigdon, Charlie Iacono, Recreation Director: Ann Proto
Absent: Brendan Carty, Mark Edwards

Meeting called to order in Room G-7 at 7:10pm.

Citizen's Speak: No attendee's

Secretary Meeting Minutes:

- Will R. moved to accept the April meeting minutes; Charlie I. seconded the motion; all agreed and it was carried forward.
- Will R. moved to accept the May meeting minutes as amended; Mark E. seconded the motion; all agreed and it was carried forward

Vouchers: Presented and signed

Programming Updates:

- Summer program number are doing well
- Because of staff numbers a few more children could be added to Fun In Sun/3, 4 Let's Play/Kindergarten Readiness
- Playground staff training is Friday, 6/21
- Inquiry for business owner in Norfolk has a child interested in attending playground even though they don't live in town. Approval is a case by case basis and fee is increased. **Commissioners had no objection.**

Field Updates:

DPW Meeting

- Not doing work they said they would mainly due to understaffing; no seeding, fertilizing as promised.
- Plan was in place but Asst. DPW Director came back and told Ann P. expectations were unreasonable; Ann's expectations are for DPW to say what they said they would do and stick to plan and based on plan the fields will improve.
- Ann hiring outside service to spray field with weed control, fertilizer on July 1.
- A Town Selectman complained to Town Administrator (Blythe) on conditions of fields; Blythe, Bob and Ann met at Pond St. fields to see what can be done with fields.
- Couple of board members asked if outside companies can come and do the work in place of DPW; as long as its fertilizing/seeding she feels DPW can do the rest (mowing/trimming).

Naming Fields

- Commissioners threw out a few options of naming the field at Pond St. and Freeman/Kennedy School, when outside teams come to play on a particular field very difficult to explain where the field is located.
- Will have metal signs made and placed where the designated field is located.

Field Allocation

- Baseball and Softball late in paying Spring dues but finally paid.
- Biggest issue with Summer Field allocation are tournaments; Softball is organizing a huge softball tournament for the first week of August. Issues with last tournament they held was BOH got involved for portable toilets not cleaned properly but Recreation who is responsible for have cleaned wasn't aware. Because there are no policies in place it's difficult for Recreation to shut a tournament down at the last minute.
- KP Cup is different fee structure than outside organization tournaments
- **Will R. made a motion to accept the Tournament Policy as written with the change that the maximum is \$100 per game and not \$50 per game; Charlie I. seconded; agreed unanimously.**
- Ann meeting with Town Council to see what alternatives Recreation has regarding tournaments; ownership of abandoned property when organizations no longer use them.

CPC Updates:

- Mark joined Will at last CPC meeting.
- Pondville Rail Trail is at a standstill; contractor at Southwood backed out, clean-up more extensive than anticipated; the land by Hill St. is under purchase and sale for a few duplex houses on lot and developer is working with NAPC, planning board because the land may need to be rezoned and if approved he will help develop Rail Trail.

Year-End Financials:

- Discrepancy with Financial detail; 2 reports are used, Munis, and Software base; mistake in Munis report of a May deposit of \$15,000 not added, Software system we add summer fee to FY20 but it's reporting that \$28,000 is going to Summer FY19 and need to find out where the discrepancy is coming from.
- There is about \$30,000 in FY19 Revolving Account to spend or encumber by end of June

Concession Stand

- Working with price, Board of Health to get grade water tank; Matt H. electrician will do electrical work, Building Commissioner and if less than 120 sq. feet does not need building permit. One drawback, may need to go through planning board but questioned why because unit is portable.
- Without electrical the price for concession stand will be approx.. \$20,775.

Bleachers:

- Bleachers at Major League field need to be replaced, not up to code, not safe.
- 5 row, 15' aluminum bleachers w/backing as chain link, single foot for about \$3,000/ea; would need 2.

Pickleball Courts

- Would like to dismantle Basketball Courts at the end of access road at F/K School and install 2 Pickleball Courts for approx. \$3,000
- Because will be enclosed, purchase a metal box, pad lock and portable nets and you can charge people.

Will R. made a motion for what is left to spend from year-end revolving account is: up to \$3,000 on installation of 2 Pickleball Courts; up to \$6,500 for purchase of new bleachers for the Major's field over at the F/K School, with remainder going to the purchase of a Concession stand at Pond St. contingent upon planning board issues being resolved; if we need to come back for more money we will take up at later date; Charlie I. seconded; discussion on Concession stand on who would split proceeds, majority of it would come to Rec Dept. till stand is paid off. If enough money, purchase of an upright freezer for approx... \$600 to go into Concession stand; agreed unanimously.

Playground Mulch:

- Ann will purchase with Field Maintenance fees.

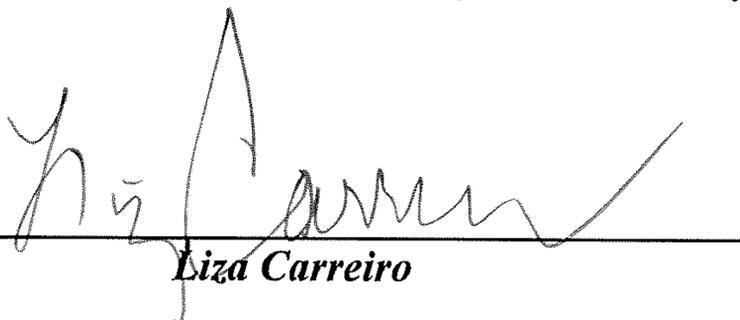
Next meeting:

- Monday, July 15, 6:30pm, Room G-7

The meeting was motioned & seconded to adjourn and agreed unanimously at 8:38pm

Respectfully submitted,
Kathy O'Brien

Clerk's Signature:



Liza Carreiro