

# MINUTES

## Recreation Commission Meeting

### March 19, 2018

#### Call to Order:

The meeting was called to order at 7:09 PM.

#### Recreation Commission Members Present:

- Joyce Cannon
- Lynn Connors
- Ann Delaney
- Mitch Katzman
- Sheila Moylan
- Paul Tucceri

#### Recreation Staff Present:

- Nicole Banks, Recreation Director
- Rich Adams, Business Manager

#### Consent Agenda:

- Approval of Minutes - Sheila Moylan motioned to approve the February 26, 2018 Recreation Commission minutes; Ann Delaney seconded it and it passed unanimously.
- Monthly Report from Rich Adams, Business Manager:
  - Pool fees increased in September, 2017 which resulted in a 25% revenue increase from last year.
  - The increase in the minimum wage continues to impact Recreation staff expenses.
  - General Rec experienced an increase in profit primarily due to growth in the Playground program.
  - Whenever financial spreadsheets are presented to the Commission, a financial highlight summary will be included.
- Recreation capital budget items Pool HVAC and Tennis Court Lighting were reviewed at the Financial Commission Public Hearings.
- Open Space and Recreation Committee: Next meeting is April 2nd. The March meeting was cancelled due to weather.
- The next Financial Committee meeting is scheduled for March 26th at 7:30 pm at the library.
- Town Meeting is scheduled for May 7th.

#### Public Comment:

- Chuck Sheehan, Westwood Youth Soccer Field Coordinator  
Mr. Sheehan addressed the Recreation Commission regarding spring field use for Youth Soccer. He shared that field availability is a challenge due to Lacrosse also needing fields. He shared that there are 58 teams, and lighted fields are critical for the older players. Recently Mr. Sheehan has not been granted use of the multi-purpose field. Mr.

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Sheehan is requesting a 50/50 split of field use between soccer and lacrosse for weekday use of the turf fields.

- Tony Mullin, Westwood School Committee  
Mr. Mullin asked the Recreation Commission to confirm that lacrosse is a verified non-profit and if their teams are all Westwood-based.
- Nicole Banks, Recreation Director  
Ms. Banks agreed to conduct further analysis on the field allocations prior to the release of field permits.

#### Director/Staff report:

- 2017 Town Report: Paul Aries and Nicole Banks will have the yearly report done by Friday and a copy will be provided at the next meeting.
- Fields/Outdoor Facilities Policy: Discussion about looking at the policy regarding residency requirements for adult teams for 2019. The Recreation Commission will investigate actual numbers/hours of adult field use. Motion to accept the changes for the Fields Policy made by Sheila Moylan and seconded by Lynn Connors; passed unanimously.
- March Into Summer:
  - 8% Increase in total revenue compared to 2017.
  - Summer Camps are approximately 80% full before wait lists are cleared. We expect camp to be fully subscribed this summer.
  - Due to a software glitch, the 10% discount was not being allocated. The Recreation Department Team had all refunds corrected by mid-day on Thursday.
  - Due to another school snow day week one of camp will be from Wednesday-Friday instead of Monday-Friday

Next meeting: April 23, 2018

Moved by Sheila Moylan, seconded by Ann Delaney, to adjourn the Recreation Commission meeting of March 19, 2018 at 9:06 pm.