

MINUTES

Recreation Commission Meeting 5/15/17

Call to order: Meeting called to order at 7:06 in the Champagne Meeting Room at Carby Street

Recreation Commission Attendees: Paul Aries, Bob Phillips, Ann Delaney, Mitch Katzman, Liz Phillips, Joyce Cannon, Sheila Moylan

Recreation Attendees: Nicole Banks

Consent Agenda:

- a. Approval of Minutes – April 10, 2017
- b. Distributed Monthly Report for April 2017
Motion to accept Consent agenda made by Ann Delaney, seconded by Joyce Cannon; passed unanimously.

Commission Member reports: None.

Public Comment: None.

Paul Aries and Nicole talked on Saturday at Derby about planning ahead for June Meeting, annual re-organization of the Commission, new members, etc. There is a vacant associate member position currently. Liz Phillips offered to become an associate and have Mitch move into role of full voting board member. Paul will email Mike Jaillet regarding that change. All present members to try to recruit member for next year as an associate. Members requested a record of when positions are due for renewal.

Director/Staff Report:

Program/Event Updates –

Westwood Day – updates and plans available Rec staff meeting on June 6th at 11:30am.

Website has been updated with all the current year's forms, sponsor recognition already begun, reached out to Joan Murray in Human Resources for help recruiting volunteers again this year.

Parking – working with Paul Sicard at Westwood PD to review parking lots and change the bus routes. Looking into using COA van instead of (2) buses at \$500 total. Suggested option is cut down number of buses to just the one and use for Deerfield. Idea is to run a shuttle on a continuous loop through the downtown parking areas instead of scheduled ½ hour runs back and forth to satellite parking areas at Sheehan and Hanlon. Try to track the number of people using the shuttle bus this year.

Food Court – Sue Perry will oversee this area with some assistance from Nora in Economic Development and Betsy at Board of Selectmen's Administrative office. Paul Aries volunteered to help Sue Perry with phone calls.

Vendor Village – sign-ups began earlier this year but about the same rate of earlier sign-ups this year.

Activities – Taryn working on.

Start advertising now. Goal is \$30,000. Current sponsors levels: Platinum \$5000, Gold \$3,000, Silver \$1500 and Bronze \$750.

Marketing – rebranding logo (Westwood Day) with Westwood High School art department. Expect close to 70 logos from students to choose from. Plan is to use the new logo for next 5 years.

Logo event is planned for Thurs., May 25 from 5pm-7pm at Westwood Media Center at 15 Perwal Drive, will display choices and encourage public to support their favorite design submissions. Looking at possibility of online voting. Board believes the contest should be at Westwood High School instead of at WESTCAT location near Route 1.

Fields & Facilities –

Facility updates

- New Recreation sign on the building by Rec Entrance doors, matched the street sign.
- Cleaning contract – cancelled contract with cleaning company and implementing a short-term contract for continued service with previous provider.
- Beth organized better locations for port-a-pottys on fields.
- Tile work done in pool near diving section. Will submit for Capital expense for deck tile. Tiles are very old – almost 30 yrs. old.

Courts

- Morrison basketball court cracks were repaired.
- Lights at High School Tennis Courts – One neighbor is not supportive of the 50 foot poles surrounding tennis court at high school. He agreed to 40 foot pole at last meeting with Nicole, Heath and Sheila. Nicole obtained proposal and engineering specs for 40 foot poles. Meets quality of play with lights on 40' poles. Meet with High School for approval of 40' poles, if they approve, have neighbor reconfirm agreement.

Fields

- Needham Soccer Tournament - The full tournament fees for weekend are \$17,000. Needham Tournament charge is \$7,000.00. Needham asked for a reimbursement due to lower number of teams playing this year in tournament; however Rec Comm feels the rate has already been substantially discounted.

Playgrounds

- Meeting next Thursday with Nancy White on pieces from Downey for Pheasant Hill Playground. Funds (\$30,000 from Roche Bros) are being received. DPW will match with timeframe when playground structures plan on being installed.

- Tot Lot – (2) pieces were removed. Lions Club will support a fundraiser to install benches and see saw, and will continue to fundraise for the large structure. Phase 1: Small slide and wooden car. Phase 2: replacement. Recreation will help with advertising and answer questions.
- It was brought to our attention that there is a potential hazard regarding the Tot Lot being located adjacent to the baseball field where games and practices take place. The situation was noted and decision made to monitor. Bob Phillips suggests looking into netting for Tot Lot.

Other Business: None.

Next Meeting: June 19, 2017 at 7:00 pm at Carby Street.

Motion to Adjourn: Bob Phillips motioned to adjourn at 8:26 pm, seconded by Joyce Cannon, passed unanimously.

Respectfully submitted,

Sheila Moylan