

# MINUTES

## Recreation Commission Meeting 6/19/17

Call to order: Meeting called to order at 7:06 in the Selectmen's Meeting Room

Recreation Commission Attendees: Paul Aries, Elizabeth Phillips, Shelia Moylan, Ann Delaney, Joyce Cannon, Lynn Connors, and Bob Phillips.

Recreation Attendees: Nicole Banks, Beth Roper

Consent Agenda:

- a. Approval of Minutes – May 15, 2017 with the following amendment to the meeting minutes: It was brought to our attention that there was a possible hazard regarding the Tot Lot being located right next to where the baseball games and practices take place. The situation was noted and decision made to monitor.
- b. Distributed Monthly Report for May 2017
- c. Motion by ADelaney, seconded by EPhillips, to approve the consent agenda as amended. Consent agenda passed unanimously.

Commission Member reports: Paul Tucceri has expressed an interest in re-joining the Commission as an associate member, but was unable to attend the meeting tonight. EPhillips would like to become an associate member and Mitch Katzman a full member.

Voting: EPhillips made the motion to re-appoint PAries to serve as Chair, JCannon as Vice Chair and LConnors as Secretary. JCannon seconded. Passed unanimously.

Public Comment: None.

Business Report: BRoper

**Aquatics:** An operating expense breakdown was completed at the request of Susan Perry, Aquatics Manager, to calculate the cost of operation per day, per hour. This information has been used to look at programming and member fees. The solar panels, and other recent changes and improvements that have been made at the pool will help to reduce costs but in other areas expenses have increased over past several years, including increases to minimum wage.

Report with proposed rate changes was presented. Pool rates have not been increased in an estimated 10 years. PAries questioned the inclusion of repair costs in the analysis. BRoper included the repair costs that have been funded through the revolving fund so they will be tracked as part of the operating expenses. In addition, any revenue increases will go to the revolving fund to be utilized to make necessary changes/repairs.

Commission approves pool rate changes effective September 1, 2017 with the exception of senior memberships rate increase. They would like to see what impact possible fee increase would have on senior users.

## **Cleaning Contracts:**

CPR (Clean Portable Restrooms) donating the portable toilets for Westwood Day and it will include service attendants in exchange for silver sponsorship package.

Cleaning contract terminated with S&J. Re-hired former cleaning company CleanCo on a 1 month contract to complete the fiscal year. Cleaning service has gone out to bid and is budgeted at \$44,000. CleanCo came in at \$51,000 and a 1 year contract has been signed with addition budget from revolving fund.

**Winter Stats Report:** Noted swim team revenue low due to the timing of the season and that revenue was attributed during previous season. Seasonal reporting is the best way to report on the income to give a snapshot of the budget.

**Norwood pool use rate:** In 2006, Westwood was using Norwood pool while Westwood underwent renovations. It was verbally agreed that in return Norwood would be able to rent the Westwood pool at a reduced rate. This “agreement” has been in place for 10 plus years and it has been discussed and decided that Norwood residents, going forward must pay the full-rate. This will be communicated to current Norwood rental use groups via written communication.

## Director/Staff Report:

NBanks reported that she met with Director of the Council on Aging. They have recently received funding to improve building. Westwood Rec and Youth & Family Services are interested in discussing possible use of the COA building as a way to meet more of the needs of the community.

## **Program/Events**

### *Westwood Day*

- Next WWD staff meeting is scheduled July 28 at 7 am and will include a site walk. Next Commission meeting is August 14th at 6:30 pm at Carby Street.
- New WWD Logo: designed by 11th grade student Danielle Sutrich. Her design was chosen from an estimated 70 entries created by the 1<sup>st</sup> and 2<sup>nd</sup> year graphic design classes at WHS.
- WWD Shuttle Service: Looking at the shuttle service to be a loop and having it closer to WHS, and not using off-site locations of Hanlon and Sheehan. Looking at possibly renting a trolley for the shuttle service, likely to cost more – buses were \$650 last year – but trolley would be more interesting than bus.
- Saw the need to communicate with the leaders to pass on the concrete information for all members regarding instruments, parking, and transporting.
- PAries suggests using a WWD app to organize communications on the day of regarding pick-ups, transporting of supplies, etc.
- Rev'd Cycling is an added activity this year and will take place on the tennis courts.

## **Fields & Facilities –**

### *Courts*

The tennis court refurbishment and lighting proposal has gone to Mike Jaillet, and he is looking into funding sources. It includes the Sheehan court area which abuts the school property. Pickle Ball is a popular trend in recreation and is a possibility for that location.

BPhillips suggests a correction to the courts summary memo regarding tennis courts see page 20 on minutes which reads “The Town pursuing alternative sites for tennis courts placement including Hanlon and School Street.” Commission agrees that language of the minutes should be corrected to read “It is overwhelmingly supported by the Recreation Commission that lighting the tennis courts at Westwood High School, will sufficiently meet the needs of the tennis playing community.”

### *Playgrounds*

June Street Playground: Roche Bros. made a donation of \$30,000 of which \$15,000 has been released and \$15,000 needs to be covered prior to Roche Bros. second installment payment in November. NBanks indicates there are sufficient funds to cover the projected costs in the revolving fund. JCannon made a motion to authorize use of the revolving funds. BPhillips seconded the motion. Pass unanimously.

Discussion regarding the land next to First Parish and utilizing it for Field House/Ice Rink Facility and the Town is moving forward with a feasibility study.

Other Business: None.

Next Meeting: August 14, 2017 at 6:30 pm at Carby Street.

Motion to Adjourn: BPhillips motioned to adjourn at 8:30 pm, seconded by JCannon, passed unanimously.

Respectfully submitted,

Lynn Connors