

MINUTES

Recreation Commission Meeting 9/26/16

Call to order: Meeting called to order at 7:10 PM in the Champagne Meeting Room at 50 Carby Street.

Recreation Commission Attendees: Paul Aries, Sheila Moylan, Mitch Katzman, Joyce Cannon, Elizabeth Phillips, Bob Phillips, and Lynn Connors

Recreation Attendees: Director Nicole Banks

Other Business: Prior to consideration of the Consent Agenda, discussion was initiated by Bob Phillips, regarding his concern over the perception of the field under-utilization and the use of the lights. Resolved to request field utilization report of the soccer group using the fields.

Recreation Commission Annual Reorganization: Paul Aries scheduled to meet with Mike Jaillet, Town Administrator, regarding the Commission direction and focus. Sheila Moylan and Joyce Cannon are up for re-appointment as full members and Mitch Katzman is up for re-appointment as an Associate member. All three will be recommended to Board of Selectmen for reappointment.

Consent Agenda:

- a. Approval of Minutes – August 22, 2016. Motion to approve by Bob Phillips, seconded by Joyce Cannon; passed unanimously.
- b. Distributed Monthly Report
- c. Distributed 2016-2017 Recreation Commission contact list

Public Comment: None.

Report of the Director:

Westwood Day 2016 Update

- 80 adult volunteers
- > 100 WHS student volunteers
- amazing group from S. Carolina/Mississippi on a Mission week via Encounter Church of Dedham
- > 6000 attendees, biggest WWD ever
- Sincere thanks to the Recreation Staff who were down one person and still made it the best Westwood Day ever! All the hard work that went into it and everyone picked up the pieces where needed.

Capital Projects Nicole reported on Summary Capital Outlay Schedule (see attached)

Van - Discussion on the need for a new van even though they had borrowed the COA van and would check to see if it was available again, but need to replace the current van. New van is needed and will be able to use both. Discussion about approaching the school to possibly use their van during the summer time.

Tennis Court – Statement of Work for tennis court to possibly be built where the DPW building now stands at Morrison. MBTA may need easement for future work on the track. Other court options will be presented.

1. Morrison (1 basketball court) – build new single court or resurface and repair cracks replace fencing
2. Downey (2 tennis courts) –resurface and repair cracks, add hitting backboard and center strap, possible lighting recommend shut off by 9pm
3. Westwood High School (6 tennis courts) – resurface and repair cracks, reset center fence, possible lighting
4. Sheehan (2 tennis courts)– rebuild and replace fencing

Research information session regarding options, plan to hold Mid-November informational meeting.

Paul Aries suggests future discussion to focus on construct Community/Recreation Center. Purpose is to look at the many options in order to push that project forward when new business manager is hired. Discussed feasibility of Community/Recreation Center being designated a PRIORITY so this project will move forward.

Summer Staff Survey - Survey was completed for 2016. Received 21 responses from total of 80-90 summer staffers. Distributed at end of summer, future plan to distribute earlier in hopes of an increased response rate. Some comments included:

- Facilitate greater inclusiveness and collaboration among all staff
- More direct care staff needed
- Supervisor positions are integral to coordination of supervisory staff and counselors, need to be supportive

Discussion regarding the hiring of a Camp Director for next summer who will oversee Camp & Playground Program. Will need to create job description. Recreation Commission is supportive of moving forward with this.

Business Manager Position is Grade 10 and the opening is being posted. Program manager position is a Grade 8 and Program Administrator is a Grade 9.

Next Meeting: October 17 or 20, 2016 at 7:00 PM (to be determined.)

Motion to Adjourn: Made by Joyce Cannon at 8:45 pm, seconded by Elizabeth Phillips. Unanimously approved.

Respectfully submitted,

Lynn Connors