

MINUTES

Recreation Commission Meeting

9/9/2014

Meeting convened in the Pool Lobby at 6:00 PM.

Recreation Commission: Paul Aries, Lynn Connors, Diane Thornton, Joyce Cannon, Paul Tucceri, Ann Delaney. Absent: Elizabeth Phillips, Dave Reilly

Recreation staff: Nicole Banks, Taryn Crocker, Mike Griffin, Kristin Scoble, Julie Harrington, Jan Parr

Commission Reports: No member reports presented.

Public Comment: No public attendees so no comments.

Approval of Minutes: On motion by Ann Delaney, seconded by Lynn Connors, the minutes of the meeting of August 18, 2014 were unanimously approved 4-0.

Recognition of Diane Thornton - The commission recognized Diane Thornton for her any years of excellent service. Diane is now an associate member.

Westwood Day Update - The staff provided a Westwood Day update as follows:

- a. Mike started with the operations update. Parking, entertainment locations, staff and sponsor locations, activities in the CoA lot were all outlined. Dumpsters and port-a-potties were allocated. Additionally, DPW staff will be available for cleanup.
- b. A map of the site layout was provided.
- c. Kristin provided a marketing update. Facebook was getting quite a few hits. A reverse 911 message to Westwood residents will be going out, reminding them about the event and parking/traffic disruptions.
- d. Kristin mentioned that thank you communication will be going out to everyone.
- e. Sponsor Update
- f. We are waiting for a CORI check on a few of the vendors.
- g. Wegmans is getting a permit for food they will be giving out.
- h. Final vendor placement will be communicated two weeks before the event.
- i. Fireworks have been finalized, along with DPW Touch a Truck with recycling.
- j. Most all of the activities are confirmed.
- k. The photo booth will have the Westwood Day logo.
- l. Budget is fine. It is anticipated this will be a break even event, thanks to our sponsors.

- m. Kristin gave the update on volunteers. We are still short on volunteers, particularly adult volunteers. Next year we will need more adults to deal with the issues kids may be put in an uncomfortable position for.
- n. Set up at the site will be at 7:00, out by 8:45.
- o. First aid kits will be at the information booth and will be distributed throughout the site. Kristin is the point of contact of contact for any emergencies.

Report of the Recreation Director:

The pool lockers will be replaced, using the revolving fund. Also, the deck tile will be repaired/replaced. The pool will be closed during this time.

The budget process was discussed by Nicole. The Commission asked for more information regarding the Revolving Fund. Particularly, more information on reporting and trending.

Aquatics Summary:

- a) The ultraviolet system was discussed and was marked as a health and safety issue.
- b) Paul Aries motioned to move ahead with the Ultraviolet Sanitation System. This was seconded by Paul Tucceri. It was accepted 4-0. It was recommended this be financed through the revolving fund.

Other items were reviewed and found generally acceptable, however, the following items were discussed:

- a. Sheehan Tennis Court Refurbishing:
 - i. Tennis courts need to be maintained. The school department has indicated they won't assist with the funding at this time.
 - ii. A discussion of how much revenue we get from the Morrison Tennis courts was discussed. More data is needed. Also, the advantage of adding lights was also discussed. Ideas for a community garden, bocce and potential pickleball court were discussed
- b. Construct Storage Facility - Nicole met with Heath and John A. to see if the Recreation Department would be allowed to build a central storage facility by Downes left field.
- c. Refurbish/resurface Morrison Park Basketball Court
- d. Refurbish Playgrounds. Playgrounds age and we need a funding source. Could this go in the Parks operating budget? Maybe a special purpose fund. Pam Dukeman will be consulted.
- e. Deerfield School Field Redevelopment. The scope and the RFP to get this done will be by the town staff. Nicole and Mike will serve on the subcommittee. Jan will also attend these meetings and do minutes. Joyce and Dave will represent Rec Comm.

Adjourn: Motion to adjourn by Paul Tucceri, seconded by Paul Aries.

Minutes respectfully submitted by Paul Tucceri.