

**MINUTES**  
**RECREATION COMMISSION MEETING**  
JUNE 1, 2020

**Recreation board members present** via Zoom webinar remote participate - Ann Delaney, Mitch Katzman, Paul Tucceri, Elizabeth Phillips, Joyce Cannon and Bob Phillips

**Recreation Staff members present**- Rich Adams

**Call to order:** at 7:30 pm

**Public Comment:** none

**Consent Agenda:**

- a) Approval of Minutes-Moved to approve the Minutes of February 25, 2020, motion made by Elizabeth Phillips, seconded by Paul Tucceri to pass the Minutes and consent agenda. Passed unanimously.
- b) Monthly Report: Rich reviewed highlights of reports for February, March and April. Stated reminder since Nicole Banks left in February he is Interim Director until permanent replacement named. Stated MIS held March 14 online only. Provided update that with COVID 19 pandemic ongoing planning for Summer and Spring program cancelations were processed. Main accomplishments listed in report. Rich also provided update on Pool HVAC project. It is underway, replacing unit over pool adding AC, July delivery with August install still on track.
- c) Ann and Rich reminded all members Conflict of Interest and annual CORI due now.

**Commission Member reports:**

- a) High School Tennis court repair. Elizabeth spoke about courts being back open, great. She provided photos (taken back in March) of cracks/damage. The courts all playable. The thing needing to be addressed ASAP is nets, 3 with significant damage. Rich will follow up. Elizabeth also asked if any Summer programs are happening. Tennis League running, what else? Rich stated play/programs not allowed during current COVID phase, not sure when will be allowed. Rich, DPW, Town Administrator and BOH director have been meeting to discuss phase options. Could be Phase 2 slated for Monday June 8. Once determined will meet again about facility openings. Elizabeth stated other towns are open singles and doubles tennis. She also commented on the fact lessons being taught on school courts. Rules not being followed - Skate boarding, dogs, kids on courts.

**Director/Staff report:**

- a) **Annual Reorganization:** Ann stated time for annual reorganization. Lynn is leaving, need new secretary; need to nominate for positions. People can nominate now or reach out to Ann with nominations. Rich stated doing nominations prior to next meeting, vote at next meeting. Mitch asked what positions need nomination. Ann said Chair, Vice Chair, Secretary. Elizabeth asked if any new members being nominated? Ann asked do we know of any new members being nominated. Rich stated Tish reached out with "expiring" members.

- b) **2019 town report** It was reviewed in detail at February 25 meeting. Page 22 highlights annual accomplishments. Ann stated Nicole sent out, all reviewed. Highlights - WWD big success, summer camp grows every year. Comprehensive Master Plan open space was overdue and a big accomplishment; aquatics programs continue to grow; new field policy extensive reform; tennis league added; tennis lights project - good job Rich and Elizabeth; basketball court Morrison refurbish; study begun for Thurston field light costs; construction June Street playground and grand opening; School Street playground; very good year, many things accomplished. Rich stated for capital projects in addition to tennis court lights Pool new boiler, literally on last leg; Sue did amazing job keeping running prior to replacement. A lot accomplished this year.
- c) **Event Updates**  
Rich stated Fishing Derby canceled due to COVID; WWD planning ongoing on track in all operational aspects; sponsorship down due to current circumstances, vendors for vendor village expressing concern reluctant to commit, question if we will be allowed to have concern about safety; May monthly planning meeting; WWD will be challenging if there are significant changes; challenge will be time; 4 weeks until summer camp and summer programs; guidelines released 1pm today. Ann asked about possibly doing alternate activities such as fireworks, distanced event like drive in movie? End of June meeting revisit at that meeting; confirmed no time spent on WWD right now. Elizabeth asked how legitimate to plan WWD with all changes to Summer, make sense not to do it? Make decision now. This is year to take a pause. Other members agreed.
- d) **Facilities updates** – There was an issue with College kids playing baseball game, Elizabeth approached a parent and asked where they were from, fields were posted closed. Bob said when he arrived at field, 50 people, not Westwood residents, looking into what group, maybe 8 teams, used our equipment. Police called and asked group to leave. Contact police to enforce guidelines and regulations. Ok to ask questions of groups but best course of action to call police for enforcement. Can notify Rich to relay to town admin or take photos. Ann brought up the issue of using field without permit as well as not following state guidelines. People on fields even while they were posted closed. Fields for passive use only was announced and posted. Reach out when see lessons being taught, if professional for fee need to know who and when to be able to address problem. Rich reiterated fields tracks tennis courts open in some capacity; playgrounds basketball courts and pool not yet open, later date as new info on phases released by State for opening dates; WWMC Connor interviewed Rich about updates, proper field use USTA recommendations for use.
- e) **Program updates** – Rich gave update. Spring canceled; refunds being issued if pool opens June 3 programs WSI, Lifeguard training and Springboard diving or delay until Summer session. Ann asked some revenue lost due to cancelations/how much? Rich stated \$50,000 lost for Spring; last year Spring \$100,000. Paul asked for summer programs if canceled or delayed will season be extended? Rich stated he can't answer in detail yet; guideline document being reviewed; hard stop every year; can't push back end date would have to cancel. Additional regulations about cleaning. Mitch asked when do you anticipate knowing about summer. Rich stated it's difficult to answer at this point; we anticipated much of what is in the State document, using entire shutdown time to plan for scenarios; contingent on school meeting Thursday; would hope within a weeks time we will have good idea; have to start training. Mitch asked if rates are set or could they be increased due to increased costs. Rich stated it's not his first instinct to increase fees

unless absolutely necessary. Also stated these guidelines in place for foreseeable future. Elizabeth wondered if could call increase “assessment fee” for extra PPE for staff, etc. Ann said she would think in today’s environment people unemployed already signed up not popular to raise fees; increase fall program fees to help offset.

f) **Town meeting:**

**Other items not reasonably anticipated:** None

**Next meeting:** June 29, 2020

Moved by Elizabeth Phillips, seconded by Paul Tucceri to adjourn the Recreation Commission meeting of June 1, 2020. Passed unanimously. Adjourned at 8:52 pm.