

MINUTES
RECREATION COMMISSION MEETING
August 24, 2023

Recreation board members present: Sheila Moylan, Fouad Matar, Katie Collins, Theresa Ann Laham, Joyce Cannon

Invited Attendee: none

Recreation Staff members present: Rich Adams, Susan Perry

Call to order: 7:05 pm, August 24, 2023

Public Comment:

- none

Consent Agenda:

- a) Motion to approve the consent agenda: Theresa Ann Laham moved to approve the consent agenda, Fouad Matar seconded. Unanimously passed, no nays.
- b) Motion to approve the minutes: Fouad Matar moved to approve the June 20, 2023 minutes, Katie Collins seconded. Minutes approved. Passed unanimously.

Monthly Report:

- a) Therapeutic Recreation Specialist, Micah Barshay, hired in July. Plan to attend the September Meeting.
- b) Spring programming, although numbers were lower, was very successful. Less enrollment in afterschool programming. Possibly due to PTOs running after school programming.
- c) School Street Playground project completed in June.

Commission Member Reports:

- a) New Recreation Commission Member Introduction - Kyle Piche

Director/Staff Report:

- a) Events Update - Westwood Day
 - Reach out to Angela to sign up to volunteer or sign up on the [Westwood Day volunteer site](#).
 - i. Most help needed with parking
 - Changes:
 - i. No inflatables due to lack of town insurance coverage. Replacing with climbing wall (covered by insurance), potato sack races, and High Striker
 - ii. Two fire burns: morning and afternoon
 - iii. No K9 demo due to handler injury
 - iv. Theresa Ann Laham suggested to add Ladder Ball, Cornhole, giant Jenga, giant Connect Four

b) Program Updates

- Summer Program Recap
 - i. Earned 5.7% more revenue from 2022
 - ii. Registration increased by 4.7% over 2022
- Fall Brochure - Registration Date 8/25
 - i. Brochure delivered to home the week of 8/14
 - ii. Rich reached out to the CEO of Peak Software to remind them of tomorrow's registration and website traffic
 - iii. Department willing to change registration day of the week and/or times if residents requested change
- Resident v Non-Resident Registration
 - i. Coding for resident v non-resident has been completed
 - ii. Will be implemented for winter registration (anticipated December 1, 2023)
 - iii. Registration for Westwood residents would start 24 hours prior to non-residents

c) Fields & Facilities

- Recreation Office Reconfiguration
 - i. Office received new cubicles
- Fall Fields Calendar
 - i. Posted week of 8/14
 - ii. This is the first season with the later school schedule. High school students will need the fields later than usual. This will affect younger students who will use the field at a later time than last fall.
- School Street Playground
 - i. Completed June 2023
 - ii. Planning a September photo at the School Street Playground with Select Board members

Other items not reasonably anticipated by the Chairman 48 hours in advance of the meeting:

- none

Next meeting: Monday, September 18, 2023 tentative meeting date

Motion to adjourn by Theresa Ann Laham, second by Fouad Matar, passed unanimously.
Recreation Commission August 24, 2023 meeting adjourned at 8:22 pm

Submitted by Katie Collins