



Minutes of the
Parks and Recreation Commission
Meeting

July 25, 2017

In Attendance:

Phil Kearns, Chairman, Chairman
Barbara Dobbin, Vice Chair
Evie Bottali, Secretary,
Kim Hulber
David Thaxter
Gina Carey

Paul J. Roche, Director

Jane Byrnes, Secty.

These minutes are a general summary of the meeting and are not intended to be a verbatim transcription.

Meeting called to order by Chairman at 7:35 p.m.

Recognition of Guests:

Commission welcomed Alec Colon, Parks & Rec Intern to the meeting.

Approval of Agenda:

The Director asked that the Assistant Director/Recreation's report be moved up on the agenda. The agenda as amended was approved.

Minutes:

Minutes as presented were approved.

Assistant Director-Recreation- Robin Matthews:

Mr. Colon reported in Ms. Matthews' absence:

- The aquatic section has been very busy with several Spray Bay birthday parties, swim lesson participation up and the staff working out great at Martin Park Beach.
The Commission wanted an up-date on the Zoom Floom and Mr. Roche stated that it should be repaired and up and running by this weekend.
- The wellness staff is considering increasing its personal training, as members are looking for additional times.
- Camp numbers for last week were the highest in several years, and the remaining weeks are also full.

Mr. Colon gave a summary of all the activities he has been working on over the past twelve weeks. The Commission thanked him for his report and wished him good luck in his future.

Financial Status – Eileen Cipolla:

In Ms. Cipolla's absence Mr. Kearns reported that the department is waiting to finalize the numbers for year end closing; however, we are currently ahead in budget for both revenue and expenses. Mr. Kearns mentioned that memberships have carried us for the year. Programs had a slight drop; however, the department is working to increase this area. Mr. Kearns stated that the department may face some challenges in the future.



Chairman – Phil Kearns:

Mr. Kearns stated that he had received an e-mail regarding the sound issues in Ballard Park. Mr. Roche discussed the recent provisions the department has done to deal with the parking and noise issues in the Park.

Director's Report- Paul Roche:

The Director has been working on the following:

- Mr. Roche reported that the department has had several challenges with the software system, but it looks like a solution has been found and things have been working much better.
 - The Town's hiring freeze has created an open position in the aquatic section, but the staff has been coping the best they can. Mr. Kearns mentioned that he has sent an e-mail to Mr. Marconi regarding the need for this position and the possible loss of revenue if this position is not filled.
 - Mr. Roche stated that he began working to install cameras in Ballard Park as requested by the Board of Selectmen; however, the police department had covered this request.
 - The building is very busy with many summer campers.
 - Mr. Roche is working on the locker room repair project and waiting for contracts to be signed before setting up meetings.
- A discussion took place regarding notification to the public and the department's plans for handling this challenge. Mr. Roche said that any suggestions from the Commission would be appreciation.

Assistant Director-Parks – Bob Schneider:

In Bob Schneider's absence, Mr. Roche reported on the following:

- The crews are behind schedule with mowing due to weather conditions.
- The crews are currently working on the school courtyards trimming bushes and installing wood chips.
- Mr. Schneider has been working on many Eagle Scout projects, most at Sturges Park.

The Commission questioned whose jurisdiction the school playgrounds falls under. Mr. Roche mentioned that Parks & Recreation is not responsible for playground equipment.

Sub-Committee Reports:

Buildings & Grounds – David Thaxter

- Mr. Thaxter stated that the Recreation Center locker room project may be a difficult task with organization and planning and staying within budget.

Aquatics & Programs –David Thaxter:

- Ms. Dynia, Bobby Schneider, Walter Schuett and other staff did a nice job trying to get the Zoom Floom back in service. Mr. Thaxter understands the member frustration, and the department is doing its best to get it up and running again.
- The Martin Park Beach concession vendor is doing a great job. There was some discussion regarding having him also available at the Recreation Center.

The Commission wanted to be sure that when the Zoom Floom is back and ready to go, that the department gives enough notice and advertisement to the members and the public.



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Annual Goals & Marketing Plans- Evie Bottali:

The number of June memberships sold this year exceeded June 2016 However, revenue was slightly lower due to more monthly memberships sold. On a fiscal year basis, revenue and membership sales for all types with the exception of lap exceed FY 2015/2016.

Budget & Policy-Phil Kearns:

Covered above.

Special Services Issues – Barbara Dobbin:

Ms. Dobbin reported that monies are available for the installation of the ADA doors at the Barlow Mountain site and Yanity Gymnasium.

Strategic Plan – Gina Carey

Ms. Carey reported that the sub-committee has been working hard and has had several meetings, and the Strategic Plan is beginning to take shape. The sub-committee is currently integrating all the feedback from the recent survey and they are planning to submit it to the Commission at its September meeting.

Old Business:

No business at this time.

New Business

No new business at this time.

A motion to adjourn at 8:40 p.m. was made by Barbara Dobbin and seconded by Gina Carey.

Minutes Approved: _____

Evie Bottali

Evie Bottali, Secretary